

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 September 26, 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 Schindle, Freyberg and Steiner, Administrator Sande, Finance Director Mork, Engineer Malm, Attorney Kennedy, Planner Fischer and City Clerk Gehrke. Absent: Council Member Norland.

**Approval of Agenda**

There were no changes to the agenda.

**Approval of Minutes**

**Council Member Freyberg moved, seconded by Council Member Schindle, to approve the minutes of the Council meeting of September 6, 2011, the Council Workshop of September 6, 2011 and the Special Council meeting of September 12, 2011. Vote on the motion: Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

**Correspondence** – none.

**Open the Meeting to the Public for the First Time**

**Jo Tschohl, 2217 W. Dream Drive**

Jo Tschohl, 2217 W. Dream Drive, appeared before the Council to discuss the minimum water and sewer charges for vacant properties. She reported she owns several rental properties and the vacant rental properties are charged a minimum of \$14.50 in the City of Mankato and a minimum of \$25.39 in the City of North Mankato. She also expressed her concern about more apartments being built since she has had a rental property sitting empty for two years.

**Phil Henry, 1300 Noretta Drive**

Phil Henry, 1300 Noretta Drive, appeared before the Council and expressed his concern about the levy meeting, Tax Increment Financing for the 422 Belgrade Avenue Project and the increased debt to the City for the T.H. 14/CSAH 41 Project.

**Consent Agenda**

**Council Member Freyberg moved, seconded by Council Member Schindle to approve the Consent Agenda which included:**

1. Request for street to be blocked off for Snowbird Lane Block Party from 5 p.m. to 12 midnight on Friday, October 7, 2011.
2. Parking request for Beans Plus Halloween Party.

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

**Staff Reports**

**City Administrator**

**Res. No. 50-11 Proposal to Modify Industrial Development District No. 1 and Setting Public Hearing for 7 p.m. on Monday, October 17, 2011**

Administrator Sande reported bids were taken the end of August for the T.H. 14/CSAH 41 Interchange Project with the low bid \$23.6 million compared to the Engineer's estimate of slightly over \$18 million. In consultation with the City's financial advisors and bond legal counsel, it was determined the feasible alternative for the issuance of bonded debt to support this project was the

issuance of G.O. Port Authority Bonds. For that reason, it is necessary to extend the Industrial Development District No. 1 to include Nicollet County Right-of-Way Plat No. 26 and some adjacent properties. Administrator Sande presented a resolution initiating the process to modify IDD No. 1 and setting a public hearing on the matter for Monday, October 17, 2011. **Council Member Steiner moved, seconded by Council Member Schindle, to adopt Resolution No. 50-11 Proposal to Modify Industrial Development District No. 1 and Setting a Public Hearing for 7 p.m. on Monday, October 17, 2011. Vote on the Resolution: Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

**Res. No. 51-11 Authorizing the Competitive Negotiated Sale of the North Mankato Port Authority Commission's \$3,215,000 General Obligation Bonds, Series 2011A**

Administrator Sande presented the background information from the Port Authority Commission meeting of September 22, 2011 outlining the cost of the T.H. 14/CSAH 41 Interchange Project and addressing the local share of the cost for the project. He reported \$1.5 million was approved in the referendum of November 2006 for this project with the balance of the financing proposed to be supported by an ad valorem tax levy beginning in 2014. Paul Donna, Northland Securities, Inc., appeared before the Council and reviewed the finance plan summary and schedule of events for the proposed issue to fund the T.H. 14/CSAH 41 Interchange Project. He reported bids for the \$3,215,000 bond issue will be taken at 10:30 a.m. on November 7, 2011 and presented to the Port Authority Commission at 6:30 p.m. and the City Council at 7:00 p.m. on this date. Council Member Schindle asked if the sales tax fund could be reallocated from other uses to pay off the bonds early. Mr. Donna reported there is a feature in the bonds to prepay or restructure the bonds. In response to discussion about removal retroactively of the tax-free status of municipal bonds, Mr. Donna reported he has spoke to legal counsel regarding this matter and was assured there is a very low probability of legislative action to retroactively remove the tax-free status of municipal bonds. Mr. Donna reported he expects the City's AA+ rating to be confirmed for this bond issue. **Council Member Steiner moved, seconded by Council Member Schindle, to adopt Resolution No. 51-11 Authorizing the Competitive Negotiated Sale of the North Mankato Port Authority Commission's \$3,215,000 General Obligation Bonds, Series 2011A. Vote on the Resolution: Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

**Res. No. 52-11 Authorizing the Competitive Negotiated Sale of the North Mankato Port Authority Commission's \$455,000 Taxable General Obligation Tax Increment Bonds, Series 2011B**

Administrator Sande reported the Port Authority Commission approved the Tax Increment Financing Plan for District I-19 on November 17, 2010 and the Council reviewed and approved the Plan on December 6, 2010. This project is for the renovation of the old Dollar Store at 422 Belgrade Avenue. He reported that pursuant to that Plan, it is necessary to issue the Tax Increment Bonds to support the approved project. Paul Donna, Northland Securities, Inc., appeared before the Council and reviewed the finance plan summary and schedule of events. He reported this is a taxable issue with a projected interest rate of 4.88% over the life of the bonds and the bond issue has a feature for prepayment or restructure. Mr. Donna expects confirmation of the City's AA+ credit rating prior to sale of the bonds at 10:30 a.m. on Monday, November 7, 2011. Corey Brunton, developer of the 422 Belgrade Avenue project, appeared before the Council and stated he believes it is the green thing to do in renovating the building versus building a new structure. He reported lease agreements are in place for the commercial spaces on the first floor and believes the rental market will continue to be strong for the proposed apartments on the second floor. Mr. Brunton reported he has turned away six contractors that were not within a 50-mile radius of North Mankato in order to keep the jobs local. The leases for the commercial spaces include a hair salon, health care office, accountant, seamstress, BBQ restaurant and dried ice storage. Council Member Schindle stated that 25 years of taxes to pay back the bonds is

really hard to swallow and that if the economy tumbled, the property could sit empty for five years. Mr. Brunton reported the lease agreements are for 10 years and he believes the rental market is strong and will continue to be strong due to the difficult process of getting house loans. He also stated he doesn't believe it will be difficult to renew his leaseholders after 10 years. Council Member Schindle stated the rental market goes up and down. In response to Council Member Schindle's question, Jo Tschohl stated she has five places for rent in Mankato/North Mankato at \$1,000 or less. Council Member Schindle stated the Council was told that Marigold needed to be four stories to make it work and it went to two stories. Administrator Sande reported the Marigold project was originally condominiums and is now apartments. Council Member Freyberg stated he is not in favor of TIF because it is not a level playing field, he does not care for the City to be in the banking, developing and realty business, he is concerned about general obligation debt, the future and the risk. Council Member Freyberg asked what the discussion was at the Port Authority meeting regarding this project. Mayor Dehen reported the Port Authority stated this project added new businesses to the Central Business District which will generate sales tax dollars and added population density, both of which fulfill E2020 components.

Administrator Sande reported that redevelopment projects are authorized up to a 25-year pay back versus new development which is limited to nine years. Council Member Steiner stated this project is the bookend of the Central Business District and a key component of the E2020 Plan. Phil Henry, 1300 Noretta Drive, appeared before the Council and stated he does not believe the City should be in the development and banking business. Council Member Freyberg asked if this item should be postponed until the next meeting when Council Member Norland is back because there may be a split vote.

Council Member Schindle stated he asked for a joint meeting with the Port Authority and City Council to see what direction we are going and he had asked if there were any more projects coming down the pike because he is really gun shy about a lot of stuff. Administrator Sande reported proposals are being entertained for the industrial park. Mayor Dehen asked the City Clerk to email the Port Authority Commissioners and Council Members to find a suitable date for a Joint Meeting. Council Member Schindle reported if the business does go under the City will still collect the taxes. Mayor Dehen stated he knows this is a difficult decision, however, it was approved by the Council in December 2010 and this is the financial portion of the project. Council Member Freyberg stated this is a totally different Council, it is not fair to Corey and it is not fair to the Council so we need discussion. **Council Member Steiner moved, seconded by Council Member Freyberg, to adopt Resolution No. 52-11**

**Authorizing the Competitive Negotiated Sale of the North Mankato Port Authority Commission's \$455,000 Taxable General Obligation Tax Increment Bonds, Series 2011B. Vote on the Resolution: Schindle, Steiner and Dehen, aye; Freyberg nay. Motion carried.**

### **Changes in Bookmobile Services**

Administrator Sande presented changes in bookmobile service that were effective September 1, 2011 and according to a request from Blue Earth County Library Director Tim Hayes, all bookmobile stops in Mankato have been eliminated, aside from the Head Start stops that are being funded by North Mankato. The bookmobile will be stopping in Blue Earth County only at the requested community stops of Madison Lake, Amboy, Good Thunder, Vernon Center, St. Clair, Pemberton and Garden City. With these reductions in stops, the bookmobile schedule has been modified from three weeks to two weeks. The North Mankato/Nicollet County stops remain the same with the exception that the elimination of Mankato stops has allowed the addition from the waiting list of three new daycares in North Mankato, one new daycare in St. Peter and the North Point Assisted Living Center.

### **School and Conference**

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

1. Homicide Scene Management for Patrol, St. Paul, October 6, for one Patrol Officer.

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

#### **City Clerk**

##### **Res. No. 53-11 Approving Mankato Area Hockey Association Gambling License**

Clerk Gehrke presented a LG214 Premise Permit Application, lease agreement and a diagram for placement of the pull-tab machine for the Mankato Area Hockey Association to have pull-tabs at Borders, 503 Belgrade Avenue. **Council Member Steiner moved, seconded by Council Member Freyberg, to adopt Resolution No. 53-11 Approving Mankato Area Hockey Association Gambling License. Vote on the Resolution: Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

#### **Finance Director**

##### **Res. No. 54-11 Approving Consent Assessment Agreement – 238 Belgrade Avenue**

Finance Director Mork presented the Consent Assessment Agreement for 238 Belgrade Avenue in the amount of \$5,035.30 for water and sewer line replacement. **Council Member Steiner moved, seconded by Council Member Freyberg, to adopt Resolution No. 54-11 Approving Consent Assessment Agreement for water and sewer line replacement at 238 Belgrade Avenue. Vote on the Resolution: Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

##### **Res. No. 55-11 Designating Signatories**

Finance Director Mork presented the necessary paper work to transfer signatories at the financial institutions to Clara Thorne, the new Finance Director. The Council congratulated Finance Director Mork on his retirement and Administrator Sande thanked him for his 15 years of service to the City of North Mankato. **Council Member Schindle moved, seconded by Council Member Freyberg, to adopt Resolution No. 55-11 Designating Signatories. Vote on the Resolution: Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

#### **Report from Mayor**

##### **Fire Engine Pizza Delivery**

Denny Peterson, North Mankato Fire Department, appeared before the Council and summarized the activities of the North Mankato Fire Department during Fire Prevention Week. He reported as a fundraiser the Fire Department has been delivering pizzas from Dino's Pizza and receiving a portion of the proceeds for the Fire Department. As part of this activity, fire alarms are inspected, questions answered and the firefighters conduct general education such as meeting place for a family if a fire breaks out. Mr. Peterson reported that when the fire engine is used to deliver a pizza, it brings whole neighborhoods out. He reported the firefighters deliver the pizzas on their own time, the only cost to the City is the use of the fire engine/vehicles and gas and if a fire call came during this time period, this fire engine along with the other fire equipment would respond. This year the pizza delivery is scheduled for Monday, October 10<sup>th</sup>. **Council Member Schindle moved, seconded by Council Member Steiner, to authorize the use of the fire engine for pizza delivery for the fundraiser during Fire Prevention Week. Vote on the motion: Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

Mayor Dehen reported the Mud Run held on September 24, 2011 was a success and a picture of the event will be going on the City's website at [www.northmankato.com](http://www.northmankato.com).

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

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

**Bills and Appropriations**

**Council Member Steiner moved, seconded by Council Member Schindle, to approve all bills and appropriations in the amount of \$213,987.68. Vote on the motion: Schindle, Freyberg, Steiner and Dehen aye; no nays. Motion carried.**

There being no further business, the meeting was adjourned at 8:06 p.m.

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Mayor

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City Clerk

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 3, 2011. Mayor Dehen called the meeting to order at 6 p.m. The following were present for the meeting: Mayor Dehen, Council Members Schindle, Freyberg, Steiner and Norland, Administrator Sande, Finance Director Thorne and City Clerk Gehrke.

### **2012 Budget**

Administrator Sande presented a recap of the estimated tax capacity for 2011 and 2012 under the previous system which shows an increase in the net tax capacity in the amount of \$325,727 or 3.1% over the prior year. He also presented the estimated impact of the tax capacity exclusion created by the Legislature's modification of the Market Value Homestead Credit law. The impact of a tax capacity exclusion of \$776,000 results in an increase in the tax capacity rate for the City portion of about 3.57% using the preliminary levy of \$5,175,216. The Administrator reviewed the preliminary estimates of tax impacts for the City's share of taxes for homes of various values showing the difference with the impact of the change in Market Value Homestead Credit.

The Administrator presented budget reduction worksheets for the Council to use in developing a list of proposed budget adjustments either in the form of expenditure reductions or revenue enhancements for final completion of the budget process prior to certification of the final levy in December.

A revision of the Debt Service Tax Levies was presented adding the G.O. Bonds for the T.H. 14/CSAH 41 Interchange Project. Administrator Sande reported the State is committed to move forward with the T.H. 14/CSAH 41 Interchange Project; however, the project will be re-bid with the first letting in early 2012 and the second in the summer or fall of 2012.

Mayor Dehen asked the Council for their input on possible revenue enhancements and expenditure reductions for the 2012 Budget. The Council asked staff to get the amount the City of Mankato currently has in place for all licenses for comparison purposes. In discussions held regarding a street lighting user fee, Council Member Norland stated she believes a fee for street lights is reasonable considering the cost of energy. Council Member Freyberg disagreed stating he believes there is a danger in separating out fees for individual services and would rather see a tax levy. Council Member Norland stated that fees are another way of paying our way. Council Member Freyberg stated that lighting is infrastructure and is put in place for public safety. Administrator Sande reported this item was included as a potential revenue enhancement since other communities have used it allowing for tax-exempt properties to make a contribution. Building permits and plan review fees were discussed and the Council requested the building permits and plan review fees for the City of Mankato. In other revenue enhancements, Council Member Freyberg suggested advertising signage at Caswell Park. Council Members Schindle and Steiner expressed their agreement and asked the Sports Institute to conduct a study of the amount of revenue available from advertising signs at ball fields. Administrator Sande reported insurance costs through the League of Minnesota Cities Insurance Trust remain good; however, dividends for 2012 will be less because of the damage caused by large storms and tornadoes. In response to a question about user fees for the batting cages, Administrator Sande reported the fees are not yet in place but will be forthcoming. The Council discussed the Summit Center and

would like to keep an appropriation for the Summit Center since this is one of the items that benefits seniors. Under Mass Transit – Bus Service, it was noted that fares only cover 7.00 percent of the cost. A new Transportation Study would like to increase the level of mass transit. Council Member Freyberg reported the federal government wants to decrease donations for mass transit by 33 percent. He also stated that ridership in Mankato and North Mankato is frightening and that he would have no problem re-evaluating the appropriation for bus services after reviewing the results of the Transportation Study. Council Member Norland reported that Region 9 is wanting to expand mass transit in the rural areas. After reviewing the balance of the potential expenditure reductions, Council Member Freyberg asked the City Administrator to consult with the department heads to find a 10 percent reduction in their budget.

The Council discussed the merits of sending out snowplows when it snows 1-2 inches and also discussed calling snow emergencies or implementing calendar parking. The Council requested that Street Superintendent Brad Swanson and Police Chief Chris Boyer attend the next Council Budget Workshop to give their input on calling snow emergencies and calendar parking. Discussion of expenditure reductions included eliminating the crossing guards. Administrator Sande reported the crossing guards are Express Personnel employees and are placed at the high-level traffic intersections. The Council asked if Park Department employees could take over this function which would require three employees in the morning and three in the afternoon. Administrator Sande reported there are only six Park employees who are also used to plow snow, maintain and flood ice rinks, plow trails and do the maintenance of the public works buildings. The question arose of using volunteers as crossing guards with scheduling done by a City employee.

Council Member Schindle requested that department heads look at where cuts could be made. Administrator Sande reported that the items left in the budget include operational expenses, personnel, fuel, street lighting and travel and training. He reported that everything has previously been removed from the travel and training budget except for the necessary courses needed to maintain certifications and licenses.

Discussion was held about moving the City newsletter online and to email in an effort to save money. A suggestion was made to send a questionnaire in the utility billing regarding email usage. The Council also discussed the parkland levy noting that it was reduced in recent years and of deferring the levy by delaying the purchase of equipment for one year for a temporary reduction of \$69,000.

The next Council Budget Workshop is scheduled for 6 p.m. on Monday, October 17, 2011.

There being no other business, the Council workshop was adjourned at 6:55 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 3, 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 Schindle, Freyberg, Steiner and Norland, Administrator Sande, Finance Director Thorne, Engineer Malm, Attorney Kennedy, Planner Fischer and City Clerk Gehrke.

### Approval of Agenda

**Council Member Freyberg moved, seconded by Council Member Schindle, to approve the agenda with the addition of 6.a. Resolution Regarding the Inclusion of Clarifying Statements in the Official Record. Vote on the motion: Schindle, Freyberg, Steiner, Norland and Dehen, aye; no nays. Motion carried.**

### Approval of Minutes

**Council Member Freyberg moved, seconded by Council Member Schindle, to approve the minutes of the Council meeting of September 26, 2011.** Council Member Freyberg expressed his concern that Council dialogue was not included in the minutes for Resolution No. 52-11 for the sale of \$455,000 bonds. He stated he was thankful the *Free Press* accurately reported on this, that this item was nearly a split decision and items such as this will start shaping policy. He reported that Council Member Schindle was not quoted in the minutes. Council Member Freyberg read from Chapter 7 of the League of Minnesota Cities Handbook regarding adequate record of Council decisions and of factual information on which Council Members base their decisions, that Council actions are generally classified as either legislative or administrative in nature. The establishment of general policies and procedures is legislative action and is subject to limited judicial review. Courts typically will not substitute their judgment for a Council's judgment on these topics. Administrative actions are subject to greater judicial scrutiny and therefore it is important for the Council to develop an accurate record and findings. Council Member Freyberg reported this puts heavy evidence on the completeness and accuracy of the minutes and this is the third time he has brought this subject forward. He stated the Council minutes and the minutes of the Port Authority reflect the City Administrator's comments and do not include the comments of the Council Members. He stated that when there is a negative vote on a resolution, people have a right to know why and for that reason he will not support the minutes of the Council meeting of September 26, 2011. He asked the City Attorney for his opinion regarding this matter. Attorney Kennedy stated he believes the complete record of the Council meeting include the minutes and the taped recording of the meeting. He stated not every resolution calls for findings, that it is not up to the minute taker to come up with findings and that a Council Member is not required to give reasons for their negative vote. He also stated that many votes the Council makes are not suited for findings but that a Council may call for findings. Council Member Freyberg stated he believes the records on the resolution bonding with TIF should show more clearly the reason for the negative vote. Attorney Kennedy suggested the minutes be circulated to the Council prior to the meeting so they may give suggested input to the City Clerk prior to the meeting. Council Member Schindle would like to get copies of the Council meetings on a DVD. Council Member Freyberg stated he would like to table the minutes to the October 17, 2011 Council meeting and see them corrected which the City Clerk is obligated to do. Attorney Kennedy reported it is the duty of whoever is casting a negative vote to state their reasons and if they give a reason for their negative vote, it should be enumerated in the minutes. **Council Member Freyberg moved to table the minutes of the September 26, 2011 Council meeting superseding the previous motion to approve the minutes. Vote on the motion: Schindle, Freyberg and Dehen, aye; Steiner nay; Norland abstained. Motion carried.**

**Res. No. 56-11 Regarding the Inclusion of Clarifying Statements in the Official Record**

**Council Member Freyberg moved, seconded by Council Member Schindle, to adopt Resolution No. 56-11 Regarding the Inclusion of Clarifying Statements in the Official Record. Vote on the Resolution: Schindle, Freyberg, Steiner, Norland and Dehen, aye; no nays. Motion carried.**

**Correspondence**

**Thank-You Letter from Mona Lee**

The Mayor read a letter from Mona Lee thanking the North Mankato Taylor Library staff for their help in downloading books to her Ipod and Nook.

**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 rented trailer from LJP, the CBD grants to P.J.'s Liquor and Oliver Skillings Law Office, and stated his objection to the \$455,000 Tax Increment Financing to Corey Brunton for the 422 Belgrade Avenue Project. He also addressed items from the Council Workshop including fees, debt service, reducing the donations to the Summit Center, Twin Rivers Center for the Arts, and calendar parking.

**Phil Henry, 1300 Noretta Drive**

Phil Henry, 1300 Noretta Drive, appeared before the Council and asked if the current Council was previously aware of the financing for the 422 Belgrade Avenue Project. Administrator Sande reported the Port Authority Commission and Council received the complete TIF report for the 422 Belgrade Project which included the financing information. The Clerk was instructed to send Mr. Henry a copy of the TIF report for this project.

**Bess Tsaouse, 136 Mary Circle**

Bess Tsaouse, 136 Mary Circle, appeared before the Council and urged the Council to put the budget, newsletter, place for citizen input and Council meeting recordings on the City's website. Administrator Sande reported the budget is on the website in segments and the recordings of the Council meetings are available online. Ms. Tsaouse also asked about the progress of Benson Park and if sales tax dollars slated for the park were going to be used for the T.H. 14/CSAH 41 Project. Administrator Sande reported that \$1.5 million can be used for the T.H. 14/CSAH 41 Project and the sales tax money for parks cannot be transferred for a different use. Mayor Dehen reported the City is in the process of updating the City's website and if residents have suggestions they may contact the Council.

**Staff Reports**

**City Planner**

**Minutes of September 8, 2011 Planning Commission Meeting**

Planner Fischer presented the minutes of the September 8, 2011 Planning Commission meeting reporting the applicants withdrew their request to rezone Lot 1, Block 5, North Ridge Estates Phase XI from R-3 to B-2 to accommodate construction of a childcare facility and fitness center due to resident opposition and Planning Commission recommended denial of the request. He reported this request will not come before the Council but he thought it was important for the Council to be aware of this request. Attorney Kennedy reviewed the minutes which showed the reasons for denial of the request.

**City Administrator****Request for Iceman 2012 Winter Softball Tournament at Caswell Park Fields 1-6 on Saturday, January 21, 2012**

Administrator Sande reported the Miracle League of North Mankato would like to hold their 2<sup>nd</sup> Annual Iceman Softball Tournament at Caswell Park on Saturday, January 21, 2012 on Fields 1-6. The event this year was successful enough for them to continue this event. Mayor Dehen asked if we have had many requests for use of the Miracle League Field. Administrator Sande reported it is the responsibility of the Miracle League to schedule the use of the field. He reported the use of the field has been limited and suggested that it may be opened up for little tyke events such as T-ball. Mayor Dehen reported it is difficult to get people because of transportation costs and that maybe funds generated from this field may be used to help with transportation costs. Administrator Sande reported tournament sponsors may be solicited. **Council Member Steiner moved, seconded by Council Member Norland, to approve the request for the Iceman 2012 Winter Softball Tournament. Vote on the motion: Schindle, Freyberg, Steiner, Norland and Dehen, aye; no nays. Motion carried.**

**Res. No. 57-11 Approving Contract Renewal Between the Sports Institute and City of North Mankato**

Administrator Sande presented the contract between the Sports Institute and the City of North Mankato for the period of September 1, 2011 to August 31, 2012. He reported due to the economic conditions Mr. Boyer is proposing a 20 percent reduction from \$18,000 to \$14,400 per year. Administrator Sande reported the funds for this contract are drawn from the Community Development fund. He reported the City has an extremely good working relationship with the Sports Institute and is recommending renewal of the contract. Mayor Dehen thanked Mr. Boyer for taking a 20 percent reduction of his contract. **Council Member Schindle moved, seconded by Council Member Norland, to adopt Resolution No. 57-11 Approving Contract Renewal Between the Sports Institute and City of North Mankato. Vote on the Resolution: Schindle, Freyberg, Steiner, Norland and Dehen, aye; no nays. Motion carried.**

**Schools and Conferences**

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

1. Commercial Vehicle Inspection Recertification, North Mankato, December 6, for two Mechanics.
2. Building Science: Renovations and Rehabilitation Seminar, North Mankato, November 7, for two Building Inspectors.
3. Use of Force/Firearms Instructor Course, St. Paul, April 16-27, for one Patrol Officer.

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

**Finance Director**

The Mayor officially welcomed Clara Thorne to the City of North Mankato as the new Finance Director.

**Report from Council Members**

**Council Member Steiner**

Council Member Steiner offered condolences to City Clerk Nancy Gehrke at the passing of her father.

**Council Member Norland**

Council Member Norland reported the Park & Green Spaces Committee met on Thursday, September 22, 2011 and decided it may be time to sunset the Committee. She reported the Committee was directed by the Council to come up with a park and green spaces vision and plan and that has been submitted and accepted by the Council. She asked if there was some other task that the Committee could work on that would be beneficial to the City such as fund raising, a Park Foundation or developing some kind of format such as "Friends of Benson Park" or "Friends of Spring Lake Park" and asked that this item be discussed at a future Council meeting.

**Report from Mayor**

**Coffee with the Council**

Mayor Dehen reported the next Coffee with the Council will be held at Hott Shotts from 10-11 a.m. on Saturday, October 8, 2011.

Mayor Dehen reported the Intergovernmental Committee has discussed creating a veterans walk starting at Highland Park and connecting all the veterans memorials together. A dedication of the re-installment of the World War I Memorial is scheduled for November 11<sup>th</sup> at 11 a.m. at Sibley Park. The Mayor reported he had a brief meeting with Tom McLaughlin and Anna Thill of the CVB and Anna is going to work with MSU to have their geography department work on the walk information. Council Member Norland asked the Mayor to let Anna know that the Nicollet County Historical Society and Blue Earth County Historical Society are wonderful sources of information.

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

**Phil Henry, 1300 Noretta Drive**

Phil Henry, 1300 Noretta Drive, appeared before the Council and stated he thinks it is time to do something for the veterans.

**Bills and Appropriations**

**Council Member Steiner moved, seconded by Council Member Norland, to approve all bills and appropriations in the amounts of \$17,522.42 and \$881,649.38. Vote on the motion: Schindle, Freyberg, Steiner, Norland and Dehen, aye; no nays. Motion carried.**

There being no further business, the meeting was adjourned at 7:55 p.m.

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Mayor

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City Clerk

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #8A	Dept: Administration	Council Meeting Date: 10/17/11
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**TITLE OF ISSUE: Public Hearing, 7 p.m. - Modification of Industrial Development District No. 1 - Res. Modifying Industrial Development District No. 1 and Adopting a Development Program for Said Industrial Development District**

**BACKGROUND AND SUPPLEMENTAL INFORMATION: This is the required public hearing to expand Industrial Development District No. 1 to include the Nicollet County Right-of-Way Plat No. 26 and related parcels to provide for issuance of the necessary financing for the local portion of the T.H. 14/CSAH 41 project.**

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

**REQUESTED COUNCIL ACTION: Adopt Resolution**

**For Clerk's Use:**

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

Vote Record:

	Aye	Nay	
	_____	_____	Freyberg
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	Schindle
	_____	_____	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) _____		Notice of Hearing, Plan _____		
_____				
_____				
_____				

<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: _____

# AFFIDAVIT OF PUBLICATION

State of Minnesota, ss.

County of Blue Earth

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

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

(B) The printed \_\_\_\_\_ Notice \_\_\_\_\_

\_\_\_\_\_ which is attached was cut from the columns of said newspaper, and was printed and published once each week, for 1 successive weeks; it was first published on Friday, the 7 day of October, 2011, and was thereafter printed and published on every Friday to and including Friday, the 7 day of October, 2011; and printed below is a copy of the lower case alphabet from A to Z, both inclusive, which is hereby acknowledged as being the size and kind of type used in the composition and publication of the notice.

abcdefghijklmnopqrstuvwxyz

By: James P. Santori Publisher

Subscribed and sworn to before me on this 7 day of October, 2011.

Becky K. Asleson  
Notary Public

October 7, 2011  
NOTICE OF PUBLIC HEARING  
CITY OF NORTH MANKATO  
COUNTY OF NICOLLET  
STATE OF MINNESOTA

NOTICE IS HEREBY GIVEN that the City Council (the "Council") of the City of North Mankato, Minnesota, will hold a public hearing on Monday, October 17, 2011, at a meeting of the Council beginning at approximately 7:00 p.m. at the North Mankato Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota, relating to the proposal of the North Mankato Port Authority Commission to modify Industrial Development District No. 1 and adopt a development district plan relating thereto.

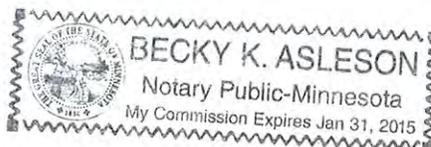
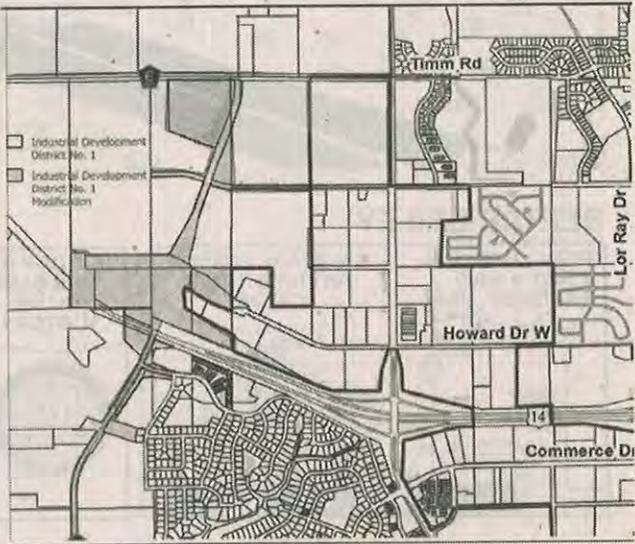
A map showing the proposed boundaries of Industrial Development District No. 1 is attached. A copy of the documentation proposed to be considered at the hearing will be on file and available for public inspection at the office of the City Administrator at the Municipal Building.

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

Dated this 7th day of October 2011.

BY ORDER OF THE NORTH MANKATO CITY COUNCIL

BY: /s/Nancy Gehrke  
Nancy Gehrke, CMC  
City Clerk



**NOTICE OF PUBLIC HEARING**

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

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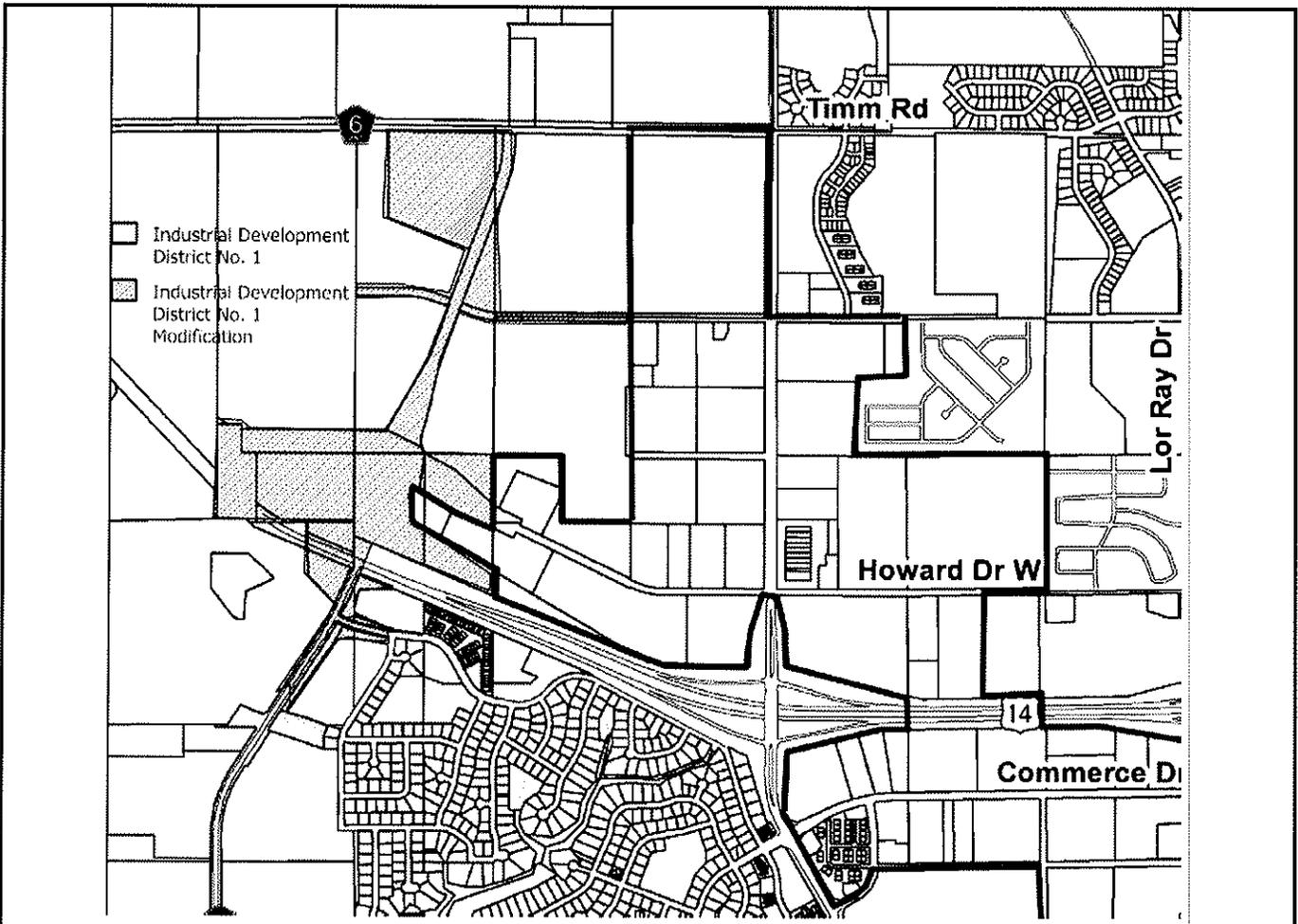
A map showing the proposed boundaries of Industrial Development District No. 1 is attached. A copy of the documentation proposed to be considered at the hearing will be on file and available for public inspection at the office of the City Administrator at the Municipal Building.

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

Dated this 7<sup>th</sup> day of October 2011.

BY ORDER OF THE NORTH MANKATO CITY COUNCIL

BY: */s/Nancy Gehrke*  
Nancy Gehrke, CMC  
City Clerk



**INDUSTRIAL DEVELOPMENT DISTRICT NO. 1**  
**NORTH MANKATO, MINNESOTA**  
**OCTOBER 17, 2011**

**RESOLUTION NO.**

**RESOLUTION OF THE NORTH MANKATO CITY COUNCIL  
MODIFYING INDUSTRIAL DEVELOPMENT DISTRICT NO. 1 AND  
ADOPTING A DEVELOPMENT PROGRAM FOR SAID INDUSTRIAL DEVELOPMENT DISTRICT**

**WHEREAS**, the North Mankato Port Authority Commission has determined to undertake a modification to Industrial Development District No. 1 and has applied to the City Council of North Mankato to approve said modification; and

**WHEREAS**, the City of North Mankato (herein called the City) has reviewed the report entitled "Modification of Industrial Development District No. 1, dated October 17, 2011" (herein called the Plan), which sets forth a development program for Industrial Development District No. 1; and

**WHEREAS**, it is desirable and in the public interest that the City modify Industrial Development District No. 1 and adopt a development program pursuant to Minnesota Statutes, Sections 469.048 to 469.068, encompassing the area which is more particularly described in the Plan (which area is herein called Industrial Development District No. 1); and

**WHEREAS**, the City's Planning Commission has been consulted with concerning the modification of Industrial Development District No. 1; and

**WHEREAS**, The North Mankato Port Authority Commission has conducted a public hearing on October 17, 2011, concerning the modification of Industrial Development District No. 1 and recommended approval by the City Council; and

**WHEREAS**, the City Council has received and considered the comments of the City's Planning Commission and the Port Authority Commission with regard to the contents of the Plan; and

**WHEREAS**, the City Council on October 17, 2011, after having published a notice of public hearing in the official newspaper of the City, conducted a public hearing on the Plan and received public comments on the same; now, therefore,

**THE CITY OF NORTH MANKATO RESOLVES:**

Sec. 1. That it is hereby found and determined that there is a need for the activities in Industrial Development District No. 1.

Sec. 2. That it is hereby found and determined that Industrial Development District No. 1 consists of "marginal property" which suffers from at least one of the following conditions:

- A. Inadequate streets, open spaces, and utilities.
- B. Land within an industrial area not used for industry but needed for industrial development of the area.
- D. State-acquired tax forfeited land.

Sec. 3. That it is hereby found and determined that the development program set forth in the Plan will carry out the objectives of Industrial Development District No. 1 by assisting economic development and redevelopment, retaining jobs and creating new job opportunities, providing additional housing opportunities and enhancing the tax base.

Sec. 4. That the development program as set forth in the Plan having been duly reviewed and considered, is hereby approved and the area described therein is hereby designated as Industrial Development District No. 1 pursuant to Sections 469.058 of Minnesota Statutes.

Sec. 5. That the City Council hereby designates the Executive Director of the Port Authority as the responsible officer to act as administrator of Industrial Development District No. 1.

Sec. 6. That the City hereby states that the environmental controls to be applied in connection with the execution of the development program shall consist of the applicable ordinances of this City, and the applicable provisions of Minnesota Statutes.

The foregoing resolution was offered at a regular meeting of the City Council held on October 17, 2011, by Council Member \_\_\_\_\_ who moved its adoption, was seconded by Council Member \_\_\_\_\_ and adopted by the following vote:

AYES:

NAYS:

Whereupon the above resolution was duly adopted.

\_\_\_\_\_  
Mark Dehen, Mayor

ATTEST:

\_\_\_\_\_  
Nancy Gehrke, City Clerk

---

MODIFICATION OF  
INDUSTRIAL DEVELOPMENT DISTRICT NO. 1  
CITY OF NORTH MANKATO, MINNESOTA

October 17, 2011

PREPARED BY:  
ADVANCE RESOURCES FOR DEVELOPMENT, INC.  
MANKATO, MINNESOTA

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BACKGROUND

Previously, the City of North Mankato and its related development organizations, the Housing and Redevelopment Authority and the North Mankato Port Authority Commission established and subsequently modified, several Project Areas and related Tax Increment Financing Districts in order to undertake redevelopment to prevent or eliminate blighted areas, enhance the local tax base, create and retain employment opportunities, assist economic development on "marginal property" and promote the health, safety and welfare of the community and its residents. These Project Areas were initially established and subsequently modified on the following dates:

Project Areas	Date of Establishment/Modification
Redevelopment Project III Central Business District	April 5, 1976; July 18, 1983; January 16, 1990; May 20, 1996 and June 22, 1998
Municipal Development District No. 1	December 16, 1985, January 16, 1990; May 20, 1996 and June 22, 1998
Industrial Development District No. 1	May 16, 1985; August 23, 1988; October 17, 1988; June 5, 1989, January 16, 1990; May 20, 1996; June 22, 1998; October 18, 1999; January 18, 2011 and April 4, 2011

The purpose of the January 16, 1990 modification was to transfer control, authority and operation of the Project Areas to the North Mankato Port Authority Commission and expand the boundaries. On May 20, 1996, the City Council approved the consolidation of the three previously established Project Areas into Industrial Development District No. 1, which was subsequently expanded on June 22, 1998, October 18, 1999, January 18, 2011 and April 4, 2011.

Now, it is proposed that the boundaries of Industrial Development District No. 1 again be expanded. The purpose for this proposed action is to provide the Port Authority Commission and the City Council with the opportunity to continue development and redevelopment activities as previously initiated, and to enable the use of bond revenues within the Project Area to fund essential public infrastructure.

INCORPORATION OF PREVIOUS PLANS

The City previously established and modified various project areas, which were subsequently transferred to the control, authority and operation of the North Mankato Port Authority Commission and combined under one project area - Industrial Development District No. 1. The current modification constitutes the sixth amendment of Industrial Development District No. 1. All provisions of the previous project plans, as originally adopted and subsequently modified, are hereby incorporated by reference except to the extent that Minnesota statutes, sections 469.048 to 469.068, inclusive and amended, requires changes and except to the extent that any such provision is explicitly contrary to a provision of this modification. Except as so modified, the previous project area plans are hereby adopted and incorporated by reference.

CURRENT MODIFICATION

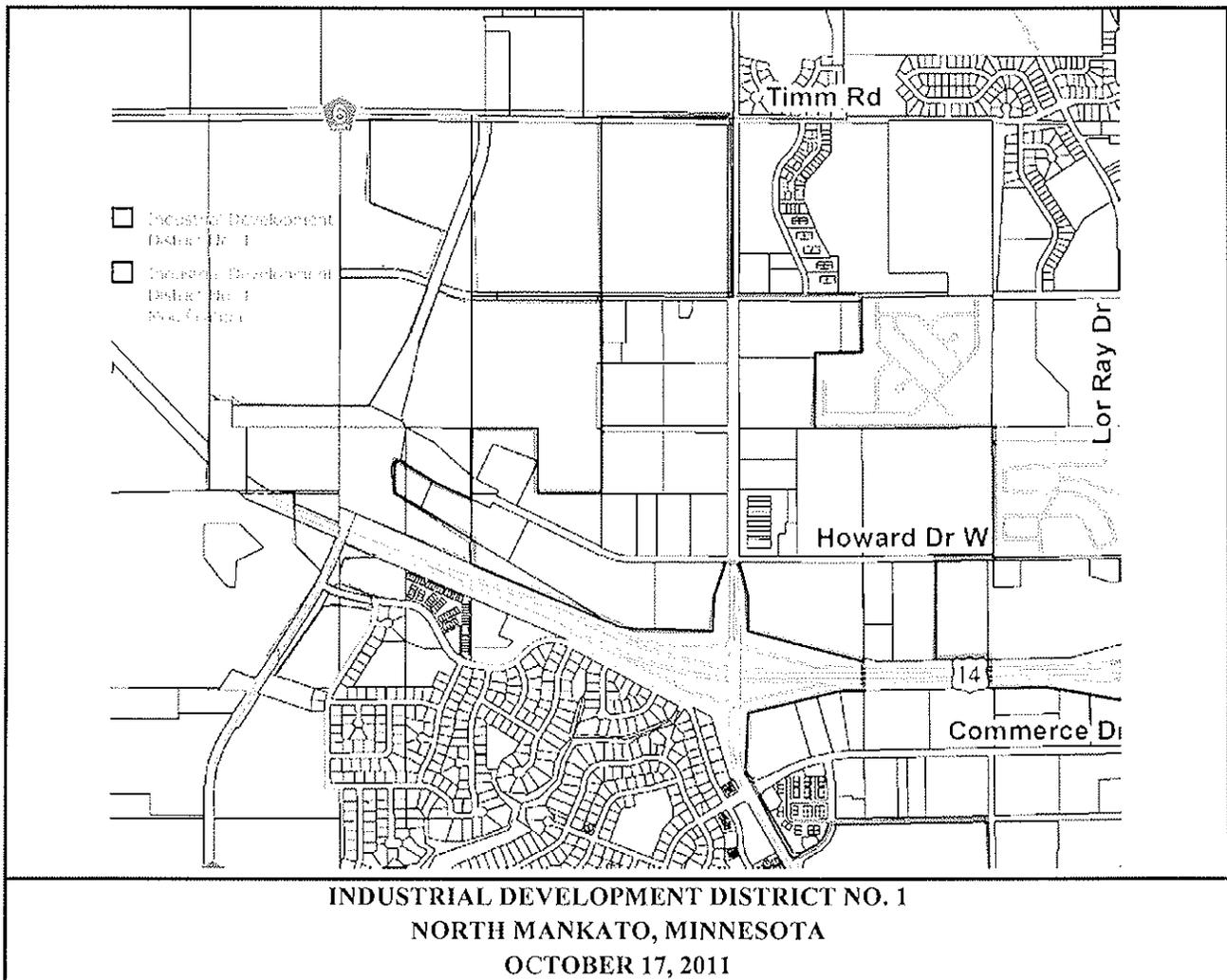
The current project plan modification involves a boundary expansion of Industrial Development District No. 1 to include the following areas:

All that part of the Northwest Quarter of the Southwest Quarter of Section 3, Township 108 North, Range 27 West, Nicollet County, Minnesota lying northeasterly of parcel 7N2, Nicollet County Right-of-Way Plat No. 26, according to the recorded plat thereof.

Contains 3.22 acres of land and

Nicollet County Right of Way Plat No. 26.

The following shows the location and boundaries of the proposed expansion of Industrial Development District No. 1.



**NOTICE OF PUBLIC HEARING**

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

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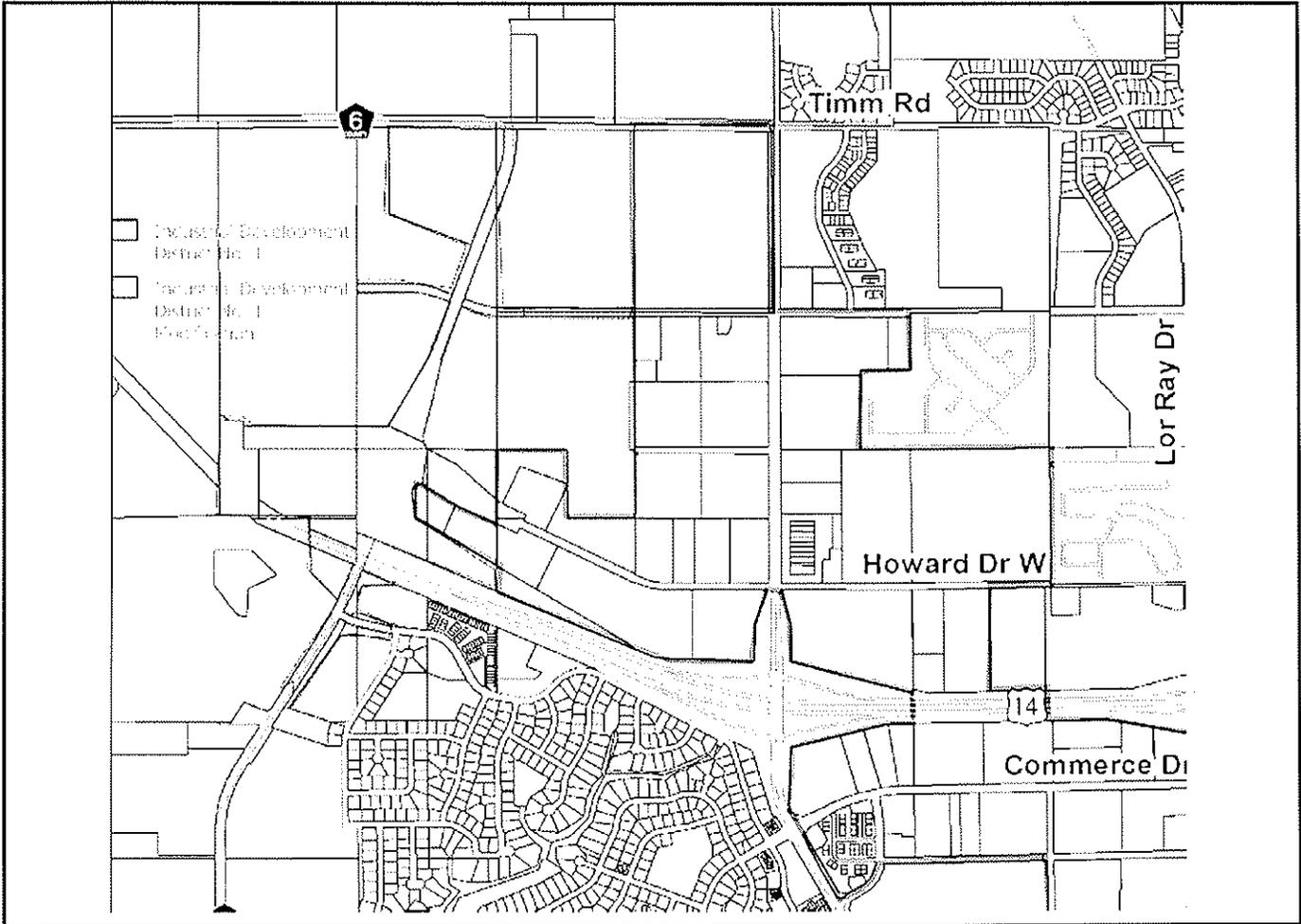
A map showing the proposed boundaries of Industrial Development District No. 1 is attached. A copy of the documentation proposed to be considered at the hearing will be on file and available for public inspection at the office of the City Administrator at the Municipal Building.

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

Dated this 7<sup>th</sup> day of October 2011.

BY ORDER OF THE NORTH MANKATO CITY COUNCIL

BY: */s/Nancy Gehrke*  
Nancy Gehrke, CMC  
City Clerk



**INDUSTRIAL DEVELOPMENT DISTRICT NO. 1**  
**NORTH MANKATO, MINNESOTA**  
**OCTOBER 17, 2011**

**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 11, 2011

The Nicollet County Board of Commissioners met in special session on Tuesday, October 11, 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, Auditor-Treasurer Bridgette Kennedy, Recording Secretary Margo Brown, and Acting Clerk to the Board Jamie Haefner. Commissioner James Stenson and Administrator Robert Podhradsky were excused.

Upon a motion by Commissioner Dranttel and seconded by Kolars, it was moved to approve the minutes of the September 27, 2011 Board meeting. The motion carried unanimously.

Upon a motion by Commissioner Kolars and seconded by Haack, 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 Haack and seconded by Kolars, 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 an MFIP/VCA Service Agreement (Minnesota Family Investment Program –MFIP and Vulnerable Children and Adults – VCA). Upon a motion by Commissioner Haack and seconded by Dranttel, it was moved to accept the recommendation of the Social Services Director and authorize her to submit the 2012-2013 MFIP/VCA Biennial Service Agreement to the Minnesota Department of Human Services. The motion carried unanimously.

Jamie Haefner, Human Resources Director, addressed the Board to request approval of an end of probation request for the Public Health Office. Upon a motion by Commissioner Dranttel and seconded by Kolars, it was moved to accept the recommendation of the Acting Interim Public Health Director and approve the end of probation for Family Health Clerk Lynn Stuewe, and declare that she is a regular Nicollet County employee effective October 19, 2011. The motion carried unanimously.

Human Resources Director Haefner also provided information about reclassification study requests and asked that the Board consider approval of the Personnel Committee recommendation to proceed with the process of completing these reclassifications. Upon a motion by Commissioner Beatty and seconded by Kolars, it was moved to accept the recommendation of the Human Resources Director for the Personnel Committee and authorize her to proceed with having studies done for the following positions:

Environmental Services	Engineering Aide Senior
Public Health	Clerical Assistant/Account Clerk Sr.
Public Health	Clerical Assistant/Waiver Case Aide
Technologies	Information Systems Technician 2
Auditor-Treasurer	Clerk 2

The motion carried unanimously.

Auditor-Treasurer Bridgette Kennedy addressed the Board to provide them with information, and request approval of, donations for the past quarter of 2011. Upon a motion by Commissioner Dranttel and seconded by Kolars, it was moved to accept the recommendation of the Auditor-Treasurer and adopt the resolution accepting donations from July 1, 2011 through September 30, 2011. The motion carried unanimously.

WHEREAS, in accordance with the Nicollet County Donation Policy, adopted September 9, 1997, a list of donations to the County will be considered for approval by the County Board of Commissioners, and

WHEREAS, the Nicollet County Auditor=s Office has compiled a list of donations made to the County from July 1, 2011 through September 30, 2011.

THEREFORE, BE IT RESOLVED that the Nicollet County Board of Commissioners approve the following donations accepted by Department Heads on behalf of the County throughout the year of 2011:

**Donations received by Nicollet County  
July 1, 2011 through September 30, 2011**

<u>FROM WHOM</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
Various Donors	\$ 577.00	Veteran's Van
Various Donors	\$ 535.00	Loan Closet
United Way	\$ 625.00	Senior Transportation
Altamira Cohrt	\$ 222.00	Senior Transportation
Various Donors	\$ 840.07	Senior Transportation
New Sweden Dairy, LLC	\$ 200.00	Connecting Nicollet County
BENCO	\$ 100.00	Connecting Nicollet County
St. Peter Cares, Inc.	\$ 300.00	Back to School Supplies
Child Support Fundraiser	\$ 273.00	Back to School Supplies
Counseling Services of So. MN	\$ 250.00	Back to School Supplies
Donna Green	\$ 100.00	Back to School Supplies
Nicollet County Bank	\$ 100.00	Back to School Supplies
Helen Olson	\$ 100.00	Back to School Supplies
Kiwanis Club	\$ 53.00	Back to School Supplies
Regis Fritsch	\$ 50.00	Back to School Supplies
Lisa Gault	\$ 50.00	Back to School Supplies
Alice Hawbaker	\$ 50.00	Back to School Supplies
Barbara Larson	\$ 50.00	Back to School Supplies
Cynthia McCabe	\$ 50.00	Back to School Supplies
Sue Serbus	\$ 50.00	Back to School Supplies
Mary Spear	\$ 50.00	Back to School Supplies
Joan Tesdahl	\$ 50.00	Back to School Supplies
Various Donors	\$ 425.00	Back to School Supplies
Various Donors of In-Kind Supplies		Back to School Supplies
Lake Crystal Saddle Club, Inc.	\$ 200.00	Seven Mile Creek Park / Trail
Various Donors	\$ 400.00	Seven Mile Creek Park/Wood

Auditor-Treasurer Kennedy requested approval of the 2012 Snowmobile Maintenance Grant Agreement and the Capital Improvement Grant through the DNR. Upon a motion by Commissioner Dranttel and seconded by Haack, it was moved to accept the recommendation of the Auditor-Treasurer and approve the Snowmobile Trails Assistance Program Grant Agreement, as well as the Capital Improvement Grant Agreement for the Trail Assistance Program for the year 2012. The motion carried unanimously.

Auditor-Treasurer Kennedy also provided information about a tax abatement and requested approval. 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 Monica Brown of 217 W. Chestnut, St. Peter MN for property located at parcel no. 19.503.0550 in St. Peter for taxes payable in 2011 in the amount of \$270. The motion carried unanimously.

Public Works Director Seth Greenwood appeared before the Board to request that they consider final payment for gravel crushing. Upon a motion by Commissioner Kolars and seconded by Haack, it was moved to accept the recommendation of the Public Works Director and adopt the resolution in regard to the contract final on gravel crushing as follows:

WHEREAS, the Gravel Crushing Project has in all things been completed, and the County Board being fully advised in the premises, now then be it resolved, that we do hereby accept said completed project for and on behalf of the County of Nicollet and authorize final payment of \$27,274.50 to B. McNamara, Inc. as specified herein. Total amount of the contract was \$116,622.00.

The motion carried unanimously.

Public Works Director Greenwood provided information and an update on the T. H. 14/CSAH 41 Interchange Project. He noted that he had met with Mn/DOT officials in regard to how they will be proceeding with this project. Design work will be done internally and they will do the project in two phases - grading in 2012 and pavement and bridges in 2013. He discussed issues such as timelines, funding, and the process for re-bidding the project – as the original bids were rejected due to the high costs. Mr. Greenwood commended the local Mn/DOT officials for their work on this project.

Director Greenwood also reviewed the itinerary for the upcoming Road Tour scheduled for Tuesday, October 18<sup>th</sup>. He noted some of the projects/locations that he will be visiting with the Board on that day. Board members agreed that small city officials should be invited to join the Commissioners for lunch at a location yet to be determined.

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

- Recording Secretary Margo Brown reported on an upcoming retirement party for Ted Thorson in the Public Works Department – to be held on October 28th

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

- Attended the swearing in of new County Attorney Michelle Zehnder Fischer
- Various Board and Budget meetings
- Rush River Board meeting
- Nicollet City Liaison Meeting
- Insurance Committee meeting
- Extension Committee meeting
- Joint Ditch meeting in Gaylord
- Minnesota River Board
- Brown/Nicollet Community Health meeting
- Nicollet Sibley Joint Meeting
- Critical Position Review meeting
- Lafayette City Liaison Meeting

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

- Swearing in of new County Attorney Michelle Zehnder Fischer

- Various Board and Budget meetings
- Meeting regarding ARMER
- Minnesota Valley Action Council
- Mn/DOT Meeting

Commissioner David Haack

- Various Board and Budget meetings
- MRCI meeting
- Traverse des Sioux Library meeting
- Workforce Council Committee meeting
- Joint meeting with Sibley County
- Capital Improvement Plan meeting

Commissioner Marie Dranttel

- Nicollet County Committee on Aging meeting
- Lafayette Liaison Committee meeting

Upon a motion by Commissioner Kolars and seconded by Haack, it was moved to approve expenses and per diems for any Commissioner to attend the Upstream Downstream Dialogue Conference meeting in Red Wing next week. The motion carried unanimously.

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

Human Resources Director/Assistant to the Administrator Jamie Haefner noted that she will be participating in a presentation at the upcoming AMC Conference in regard to Connecting Nicollet County.

Vice Chair Beatty adjourned the meeting at 9:40 a.m.

# CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 11 -2012 SHELTER: SLP #1 FEE: 60.00

TYPE OF EVENT: Church Picnic DATE VALID: 9-9-12 HOURS: 9am - 4pm

ORGANIZATION: Crossview Covenant Church SIZE: 400

APPLICANT NAME: Eleanor Kottke

ADDRESS: 914 N. Broad St. CITY: Mankato

ZIP: 56001 DAYTIME PHONE #: 388-5472

TENTS: — ELECTRICITY: yes ALCOHOL: NO

*Shelters w/o staking*

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

AUDIO DEVICES: Accordion + keyboard  
Amplified music or band requires Council approval small speaker

OTHER: \_\_\_\_\_

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

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.
- \* 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: Eleanor Kottke  
Applicant

RESOLUTION NO.

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

WHEREAS, Holy Rosary Church has made application for exemption from a charitable gambling license to conduct a raffle on November 17, 2011 at Holy Rosary Church located at 546 Grant Avenue within the City of North Mankato, Minnesota, which application was received by the City on October 11, 2011;

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

Adopted by the City Council this 17<sup>th</sup> day of October 2011.

\_\_\_\_\_  
Mayor

ATTEST:

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

**Minnesota Lawful Gambling  
LG220 Application for Exempt Permit**

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

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

<b>ORGANIZATION INFORMATION</b>		Check # _____ \$ _____	
Organization name <b>Church of the Holy Rosary</b>		Previous gambling permit number <b>X-03302-11-001</b>	
Type of nonprofit organization. Check one. <input type="checkbox"/> Fraternal <input checked="" type="checkbox"/> Religious <input type="checkbox"/> Veterans <input type="checkbox"/> Other nonprofit organization			
Mailing address <b>546 Grant Avenue</b>	City <b>North Mankato</b>	State <b>MN</b>	Zip Code <b>56003</b>
County <b>Nicollet</b>		Name of chief executive officer (CEO) <b>Rev. Peter Nosbush</b>	
Daytime phone number <b>507-387-6501</b>		Email address <b>hros2@hickorytech.net</b>	

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

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

Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.  
 Don't have a copy? This certificate must be obtained each year from:  
 Secretary of State, Business Services Div., 130 State Office Building, St. Paul, MN 55155 Phone: 651-296-2803

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

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

IRS - proof previously submitted to Gambling Control Board  
 If you previously submitted proof of nonprofit status from the IRS, no attachment is required.

**GAMBLING PREMISES INFORMATION**

Name of premises where gambling activity will be conducted (for raffles, list the site where the drawing will take place)  
**Holy Rosary Church**

Address (do not use PO box)  
**Sherman & Grant**      City **North Mankato**      Zip Code **MN**      County **Nicollet**

Date(s) of activity (for raffles, indicate the date of the drawing)  
**November 17, 2011**

Check the box or boxes that indicate the type of gambling activity your organization will conduct:  
 Bingo\*     Raffles     Paddlewheels\*     Pull-Tabs\*     Tipboards\*

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

To find a licensed distributor, go to [www.gcb.state.mn.us](http://www.gcb.state.mn.us) and click on List of Licensed Distributors, or call 651-639-4076.

Also complete Page 2 of this form.

[Print Form](#)    [Reset Form](#)

### LG220 Application for Exempt Permit

#### LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT

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

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 35 days (60 days for a 1st class city).
- The application is denied.

Print city name North Mankato  
On behalf of the city, I acknowledge this application.

Signature of city official receiving application

*Mary Schick*

Title City Clerk Date 10/11/11

If the gambling premises is located in a township, a county official must check the action that the county is taking on this application and sign the application.

**A township official is not required to sign the application.**

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

Print county name \_\_\_\_\_  
On behalf of the county, I acknowledge this application.  
Signature of county official receiving application

Title \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

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

Print township name \_\_\_\_\_

Signature of township official acknowledging application

Title \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

#### CHIEF EXECUTIVE OFFICER'S SIGNATURE

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

Chief executive officer's signature \_\_\_\_\_ Date 10/11/11

- Complete a separate application for each gambling activity:
- one day of gambling activity,
  - two or more consecutive days of gambling activity,
  - each day a raffle drawing is held

**Send application with:**

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

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

**Financial report and recordkeeping required**

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

**Questions?**

Call the Licensing Section of the Gambling Control Board at 651-639-4076.

Print Form

Reset Form

**Data privacy.** This form will be made available in alternative format (i.e. large print, Braille) upon request. The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your qualifications to be involved in lawful gambling activities in Minnesota. You have the right to refuse to supply the information requested; however, if you refuse to supply this information, the Board may not be able to determine your qualifications and, as a consequence, may refuse to issue you a permit. If you supply the information requested,

the Board will be able to process your application. Your name and your organization's name and address will be public information when received by the Board. All the other information you provide will be private data until the Board issues your permit. When the Board issues your permit, all of the information provided to the Board will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your name and your organization's name and address which will remain public. Private data are available to: Board members,

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

# CITY OF NORTH MANKATO



## REQUEST FOR COUNCIL ACTION

Agenda Item # 12B	Dept: City Planner	Council Meeting Date: 10/17/11
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**TITLE OF ISSUE: V-1-11, Variance Request to Increase the Maximum Size of two Directional Signs from 2 square feet to 25.65 square feet at 2145 Howard Drive West, a request from Ziegler Caterpillar**

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** Attached is a request from Ziegler Caterpillar to increase the maximum size of two directional signs from two square feet to 25.65 square feet. Ziegler is currently constructing a new 37,200 square foot sales and service facility and a 19,500 square foot storage facility on 19.95 acres at 2145 Howard Drive West. According to the City Sign Code, on-site directional signs not exceeding two square feet per sign and a maximum of five signs per site shall be permitted in any commercial or industrial district for the purposes of directing vehicles or pedestrian traffic in a safe and convenient manner. Based on the size of the property and the number of buildings on the site, staff recommends approval of V-1-11.

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

**REQUESTED COUNCIL ACTION: Approve V-1-11**

**For Clerk's Use:**

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

Vote Record:

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

**SUPPORTING DOCUMENTS ATTACHED**

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>				
Other (specify)		V-1-11, Variance Request		
_____				
_____				
_____				

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

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

V-1-11

2145 HOWARD DRIVE WEST

A REQUEST FROM ZIEGLER CATERPILLAR

THE CITY OF NORTH MANKATO

SUBJECT: V-1-11  
APPLICANT: Ziegler Caterpillar  
LOCATION: 2145 Howard Drive West  
EXISTING ZONING: M-2, Heavy Industrial  
DATE OF HEARING: October 13, 2011  
DATE OF REPORT: October 5, 2011  
REPORTED BY: Michael Fischer, City Planner

APPLICATION SUBMITTED

Request to increase the maximum size of 2 directional signs from 2 square feet to 25.65 square feet.

COMMENT

Ziegler Caterpillar is currently constructing a new 37,200 square foot sales and service facility and a 19,500 square foot storage facility on 19.95 acres at 2145 Howard Drive West. The location of their property is shown on Exhibit A. As part of their signage plan, as shown on Exhibit B, the use of the following signs is proposed:

- ◆ Pylon Sign
- ◆ AGCO Sign (Monument sign which displays vendors)
- ◆ 2 building signs
- ◆ 2 directional signs

According to the City Sign Code, on-site directional signs not exceeding 2 square feet per sign and a maximum of 5 signs per site shall be permitted in any commercial or industrial district for the purposes of directing vehicles or pedestrian traffic in a safe and convenient manner. As shown on Exhibit C, the directional signs as proposed are 25.65 square feet each. Exhibit D is a letter from the applicant's sign company requesting a variance to increase the maximum size of the proposed directional signs.

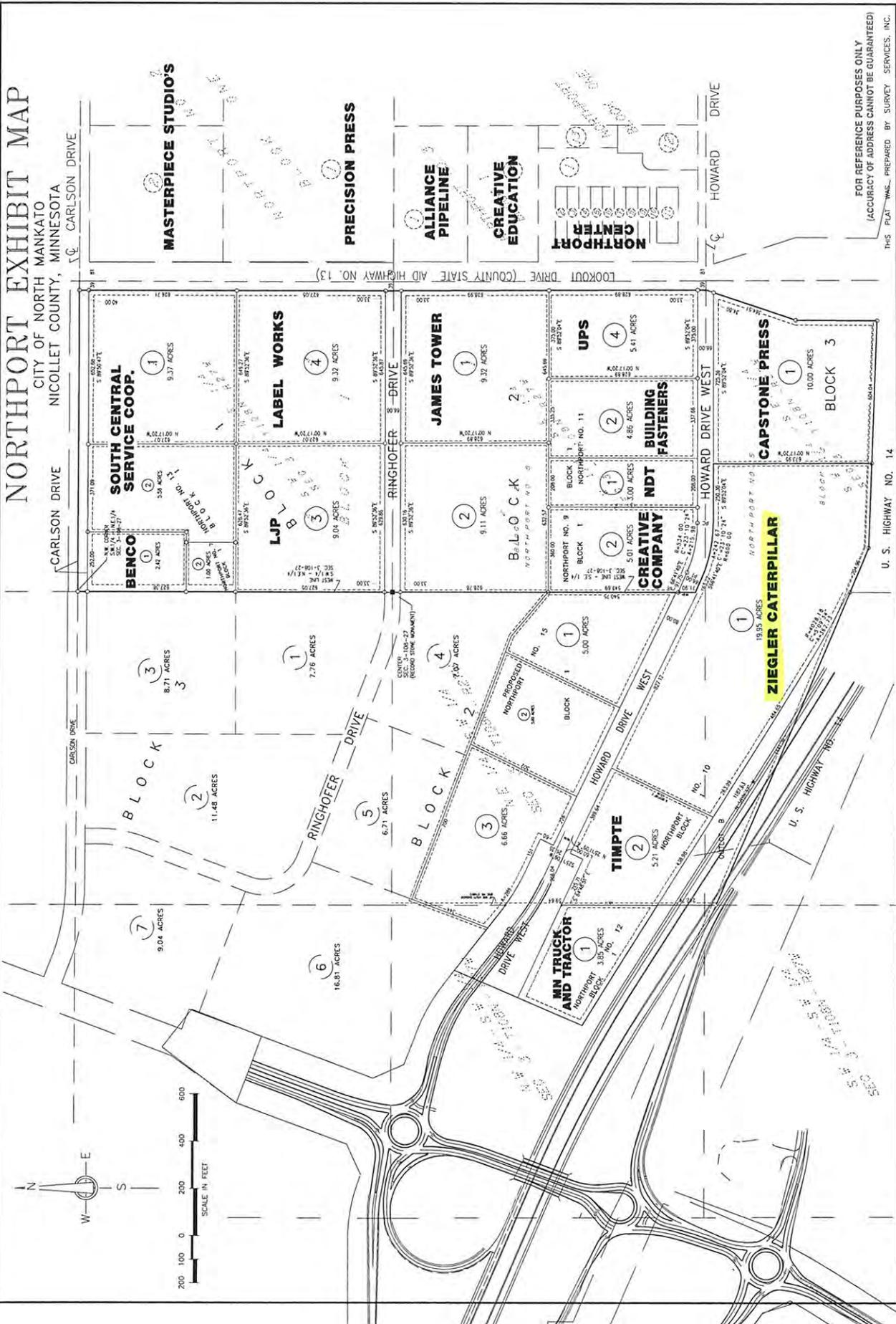
RECOMMENDATION

Based on the size of the property and the number of buildings on the site, staff recommends approval of V-1-11.

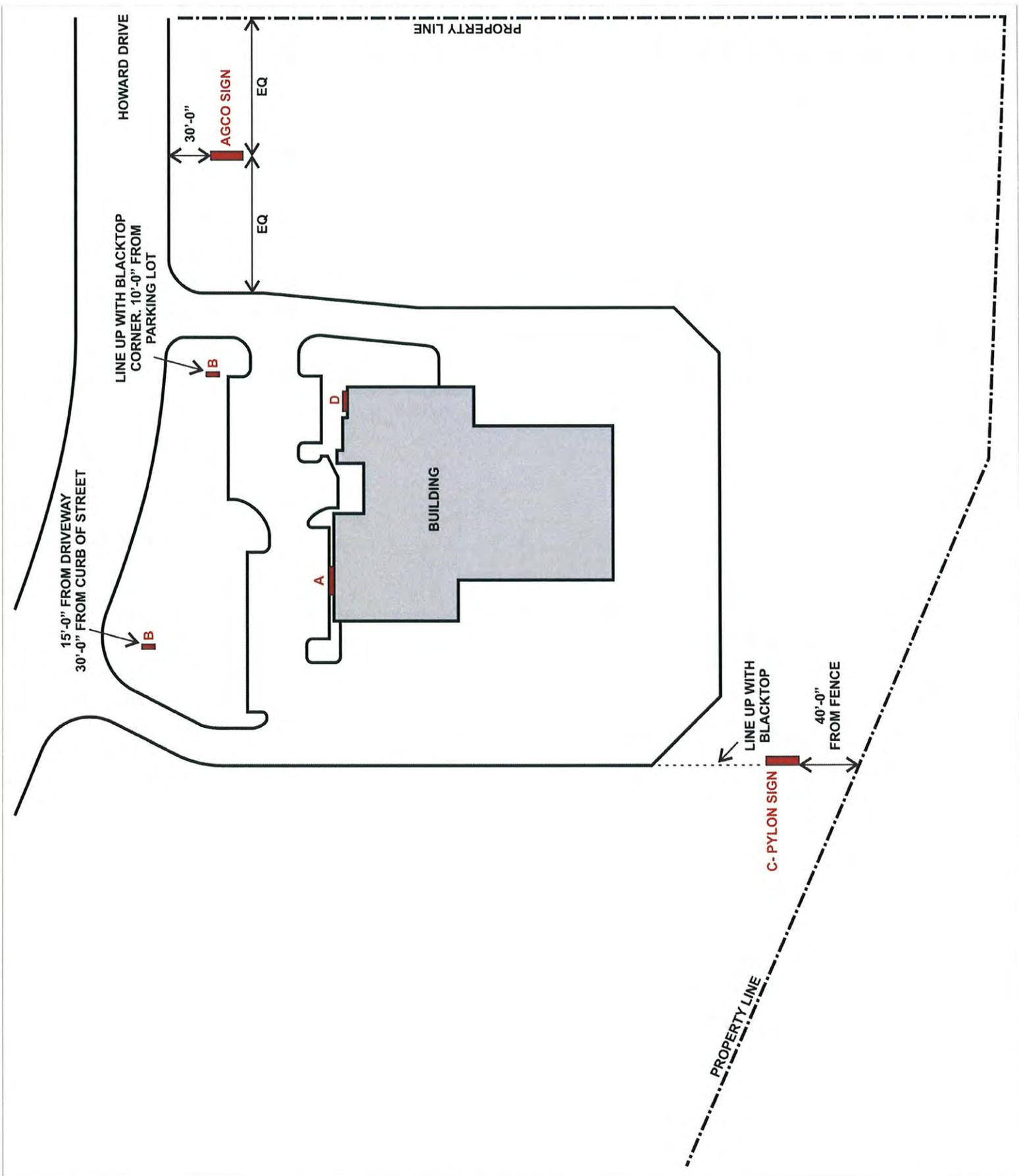
# NORTHPORT EXHIBIT MAP

CITY OF NORTH MANKATO  
NICOLLET COUNTY, MINNESOTA

CARLSON DRIVE  
LOOKOUT DRIVE (COUNTY STATE AID HIGHWAY NO. 13)  
HOWARD DRIVE  
U. S. HIGHWAY NO. 14



FOR REFERENCE PURPOSES ONLY  
(ACCURACY OF ADDRESS CANNOT BE GUARANTEED)  
THIS PLAN WAS PREPARED BY SURVEY SERVICES, INC.  
2/10/21/1841 (10-3-2010)



**SIGN SPECIFICATIONS**

- (2) D/F INTERM. ILLUM. MOUNTMENT SIGNS
- \* SIGNS ARE TO BE FORMED OF ALUM. PAINTED TO MATCH #230-25 SUNFLOWER YELLOW VINYL. FACES ARE TO BE CLEAR POLYCARBONATE.
- \* ALL COPY & ARROWS ARE TO BE #584-070 BLACK VINYL ON 1/4 SURFACE. BACKGROUND IS TO MATCH #230-25 SUNFLOWER YELLOW VINYL ON 2nd SURFACE.
- \* ALUM. FORMED REVEALS & BASE CLOUING IS TO BE PAINTED BLACK.



OPPOSITE SIDE

**ZIEGLER CAT**

- ⤴ All Copy To Be Determined
- ⤴ All Copy To Be Determined

**ZIEGLER CAT**

- ⤴ All Copy To Be Determined

CLIENT HAS IDENTIFIED THE LOCATION IN WHICH THE SIGNAGE IS TO BE INSTALLED. THE CLIENT HAS THE SOLE RESPONSIBILITY FOR THE STRUCTURAL INTEGRITY OF ALL EXISTING STRUCTURES TO SUPPORT THE SIGNAGE.

ALL RIGHTS RESERVED

THIS IS AN UNFINISHED CONCEPT. APPROVED BY THE CLIENT. THIS IS A CONCEPTUAL SIGNAGE. THE CLIENT HAS IDENTIFIED THE LOCATION IN WHICH THE SIGNAGE IS TO BE INSTALLED. THE CLIENT HAS THE SOLE RESPONSIBILITY FOR THE STRUCTURAL INTEGRITY OF ALL EXISTING STRUCTURES TO SUPPORT THE SIGNAGE.

RELEASE DATE:

PLEASE NOTE: THE LINE COLORS SHOWN IN THIS DRAWING ARE CONCEPTUAL. COLORS & GRAPHICS LOCATIONS ONLY. THE COLORS MAY NOT MATCH THE ACTUAL AUTOMOTIVE PARTS OR THE VINYL. COLORS THAT WILL BE USED OR IN THE SKETCH SHOWN. ALL SIZES, SHAPES, COLORS, ETC. ARE CONCEPTUAL & MAY VARY FROM ACTUAL PRODUCT.



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**CORPORATE OFFICE 9204 PACKER DRIVE WAUSAU, WI 54401**  
**TELEPHONE: 715-842-0402 FAX: 715-848-9108**

September 28, 2011

City of North Mankato  
ATTN: Michael Fischer  
1001 Belgrade Avenue  
North Mankato, MN 56003

Dear Michael:

Ziegler Cat is respectfully requesting a variance to allow two directional signs that exceed the allowable square footage of two square feet. As you might expect at a facility of this size and scope, routing truck traffic is very important for both safety and effective use of space and time. Many large trucks and trailers will be using both drives and it is imperative that the drivers can easily see which drive best meets their needs. Having drivers pulling into the wrong drive presents real safety issues as they will have to back up and get rerouted or make unnecessary maneuvers to get where they need to be.

Having effective directional signs that can be read from a safe distance will improve traffic flow on both the lot and the street. We are hopeful that the city understands we are not trying to advertise the business with these signs, we are simply trying to improve traffic flow thereby providing a safe and more efficient environment for our employees and customers.

Thank you for you consideration in this mater.

Respectfully,

Mike Johnson

Sales

Enclosures



CITY OF NORTH MANKATO

October 3, 2011

Dear Property Owner:

The City of North Mankato has received a request from Ziegler Caterpillar at 2145 Howard Drive West to increase the maximum size of two directional signs from 2 square feet to 25.65 square feet. Attached is a drawing of the proposed directional signs and a drawing showing their locations on the property. The proposed directional signs are shown as B on the site map.

This request will be considered by the Planning Commission on October 13, 2011 and by the City Council on October 17, 2011. Both meetings begin at 7 p.m. in the Municipal Building Council Chambers located at 1001 Belgrade Avenue.

As a nearby property owner, you have the opportunity to comment on this variance request. You may send written comments prior to the October 13, 2011 meeting or appear at either or both meetings.

Sincerely,

THE CITY OF NORTH MANKATO

Michael Fischer  
City Planner

MF:ng



Mankato Properties LLC  
2070 S Jay Way  
Lakewood, CO 80227

Marlin L Lloyd  
172 Mary Circle  
North Mankato, MN 56003

Howard Drive LLC  
201 N Broad Street  
Suite 109  
Mankato, MN 56001

Kato Engineering Co  
P.O. Box 8447  
Mankato, MN 56002-8447

O'Brien Properties of Mankato  
2827 Anthony Lane South  
St. Anthony, MN 55418

Thomas J Peterson LLC  
111 Dell Avenue  
Mankato, MN 56001

Light River LLC  
1012 S E Harbor Circle  
Stuart, FL 34996

Coughlan Bros Exchange LLC  
151 Good Counsel Drive  
Mankato, MN 56001

Burnett Properties LLLP  
39847 US Highway 14  
North Mankato, MN 56003

**Michael Fischer**

---

**From:** Loren O'Brien [loreno@bffastenersupply.com]

**Sent:** Wednesday, October 05, 2011 10:18 AM

**To:** michaelf@northmankato.com

Good Morning Mike,

I am in receipt of a variance request from Ziegler Corporation.

As the owner of a neighboring owner occupied building we favor the approval of this variance. B&F Fastener Supply is a wholesale distributor in the industrial and construction supply business and we welcome any additional signage that will bring contractors and other industrial use traffic in to the Industrial Park.

If you have any questions or concerns I can be reached at 612-706-3317.

Best Regards

Loren O'Brien



Loren O'Brien

President/CEO

Phone 612-788-7468

800-964-8241

Fax 612-788-1914

[lobrien@bffastenersupply.com](mailto:lobrien@bffastenersupply.com)

**Michael Fischer**

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**From:** Steve Lloyd [slloyd@hickorytech.net]  
**Sent:** Wednesday, October 05, 2011 3:20 PM  
**To:** Michael Fischer  
**Subject:** Ziegler Caterpillar outdoor signage

Hi Michael,

Marley Lloyd brought the letter to Kaye Corp he received from your office notifying us of this and we have no concerns or issues with their request.

Thank you for informing us.

Steve Lloyd  
Kaye Corp

Application for  
VARIANCE

Pursuant to Chapter 156 of the North Mankato City Code, application is hereby made for a modification in the zoning regulations described herein:

LEGAL DESCRIPTION OF PROPERTY:

Lot # 1 Block # 1  
Subdivision Northport No. 10 Address 2145 Howard Drive West

APPLICANT:

Name Ziegler Mankato LLC Address 901 West 94th Street Phone 952-885-8187  
Bloomington, MN 55420

PROPERTY OWNER (If Other Than Applicant):

Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

CURRENT ZONING: M-2 CURRENT USE OF PROPERTY: Sales and Service Facility

VARIANCE REQUESTED: Increase maximum size of two directional signs

REASON FOR VARIANCE: Improved traffic flows

ZONING REGULATION APPLIED: Section 154.16 Subdivision G

REQUIREMENT OF REGULATION: See Additional Comments

REQUEST PREVIOUSLY CONSIDERED? Yes \_\_\_ No X If Yes, date \_\_\_\_\_

ADDITIONAL COMMENTS: On-site directional signs, not exceeding a maximum of 2 sq. ft per sign and a maximum of 5 signs per site, shall be permitted in any commercial or industrial district for the purpose of directing vehicle or pedestrian traffic in a safe and convenient manner.

SUPPORTING DOCUMENTS:

	Required	Attached		Required	Attached
Plot Plan	_____	_____	Comment Letters	_____	_____
Floor Plan	_____	_____	Performance Test	_____	_____
Landscaping Plan	_____	_____	Petition	_____	_____
Parking/Loading Plan	_____	_____	Development Schedule	_____	_____
Survey	_____	_____	Proposed Regulations	_____	_____
Other _____	_____	_____			

FEES: Application Fee \$ 335.00

Notice Charge # 9 @ \$2.00 = \$ 18.00

Total Fee \$ 353.00 Receipt # \_\_\_\_\_

I hereby certify that the information both described in and attached to this application is correct and true.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

# CITY OF NORTH MANKATO



## REQUEST FOR COUNCIL ACTION

Agenda Item # 12C	Dept: City Planner	Council Meeting Date: 10/17/11
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**TITLE OF ISSUE: Industrial Development District No. 1 Modification**

**BACKGROUND AND SUPPLEMENTAL INFORMATION: The Planning Commission will have reviewed this request at the October 13 Planning Commission Meeting. It will be referenced in the Planning Commission minutes.**

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

**REQUESTED COUNCIL ACTION: Information only**

**For Clerk's Use:**

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

Vote Record:

	Aye	Nay	
	_____	_____	Freyberg
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	Schindle
	_____	_____	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)		Industrial Development District No. 1		
Modification				
_____				
_____				
_____				

<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: _____

INDUSTRIAL DEVELOPMENT DISTRICT NO. 1 MODIFICATION

A REQUEST FROM NORTH MANKATO PORT AUTHORITY

THE CITY OF NORTH MANKATO

SUBJECT: Industrial Development District No. 1 Modification

APPLICANT: North Mankato Port Authority

DATE OF HEARING: October 13, 2011

DATE OF REPORT: October 5, 2011

REPORTED BY: Michael Fischer, City Planner

APPLICATION SUBMITTED

Request to modify Industrial Development District No. 1.

COMMENT

In consultation with the City's financial advisors and bond counsel, it was determined that the feasible alternative for the issuance of bonded debt to support the T. H. 14/CSAH 41 Interchange Project was the issuance of G.O. Port Authority Bonds. One of the requirements for the issuance of those bonds is to extend the Industrial Development District No. 1 to include the right-of-way for the interchange project as shown on Exhibit A.

Also attached is an Industrial Development District No. 1 modification plan and a resolution supporting the modification.

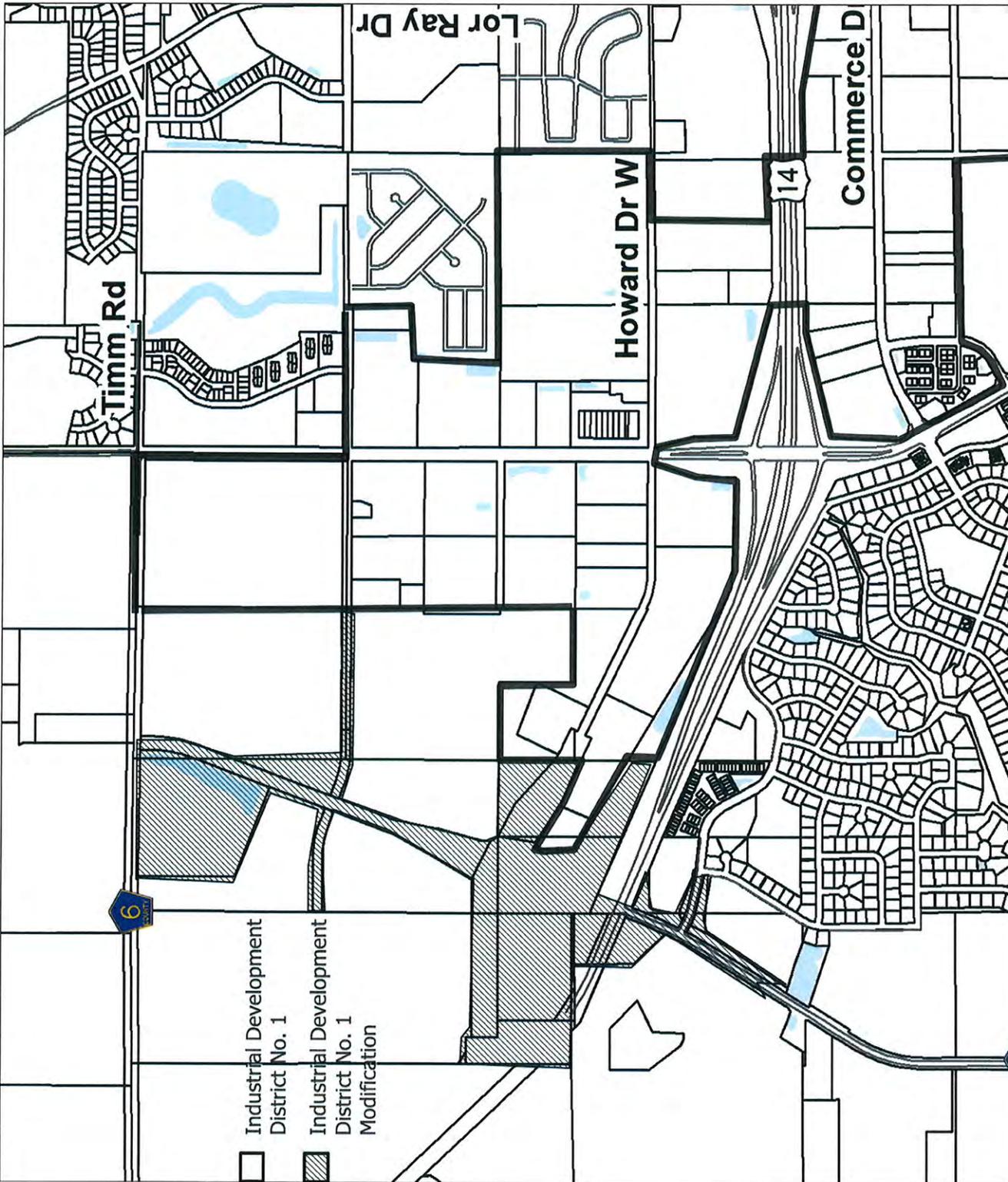
RECOMMENDATION

Staff recommends approval of Industrial Development District No. 1 Modification.



TIF Modification

Figure x x



0 1,222 Feet

© Bolton & Menk, Inc - Web GIS

**RESOLUTION OF THE PLANNING COMMISSION FINDING THE CITY OF NORTH MANKATO INDUSTRIAL DEVELOPMENT DISTRICT NO. 1 PLAN MODIFICATION CONFORMS TO CITY PLANS FOR DEVELOPMENT OF THE LOCALITY AS A WHOLE**

**WHEREAS**, Industrial Development District No. 1 Plan Modification dated October 17, 2011, has been submitted to the City Planning Commission; and

**WHEREAS**, the North Mankato Planning Commission has reviewed said Plan to determine conformity of said Plan to the general plan for the development or redevelopment of the municipality as a whole.

**NOW, THEREFORE, BE IT RESOLVED** by the North Mankato Planning Commission that Industrial Development District No. 1 Plan Modification dated October 17, 2011, conforms to the general plan for the development of the municipality as a whole and the Commission recommends approval of the Plan to the City Council.

Adopted by the Planning Commission of the City of North Mankato this 13<sup>th</sup> day of October 2011.

---

Chairperson



**ORDINANCE NO. 41, FOURTH SERIES**

**AN ORDINANCE AUTHORIZING THE NORTH MANKATO PORT  
AUTHORITY COMMISSION TO ISSUE GENERAL OBLIGATION 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**

WHEREAS, the City of North Mankato, Minnesota (the "City") and the North Mankato Port Authority Commission (the "Port Authority") believe that it is desirable and necessary that the Authority issue general obligation bonds to finance the City's portion of the design and construction of a new interchange in the City; and accordingly:

THE CITY COUNCIL OF THE CITY OF NORTH MANKATO HEREBY ORDAINS:

Section 1. Pursuant to and in accordance with the provisions of this Ordinance and of Minnesota Statutes, Sections 469.060, 469.079 and 412.191, subd. 4 and Chapter 475, the consent of the City Council is hereby given to the Port Authority to issue and sell the Port Authority's general obligation bonds to which the full faith, credit and resources of the City may and shall be pledged as payment and security therefor, in one or more series, in fully registered form, and in an aggregate principal amount of \$3,215,000 (the "Bonds"). The City Council hereby gives specific consent to the pledge of the City's full faith, credit, and resources to the payment and security of the Bonds.

Section 2. After adopting, signing and attestation, this Ordinance shall be posted as required by law, and shall be published once in the official newspaper of the City and shall be effective upon such publication.

The foregoing Ordinance was introduced by Councilmember \_\_\_\_\_, who moved its adoption. The motion for the adoption of the foregoing Ordinance was duly seconded by Councilmember \_\_\_\_\_ and upon a vote being taken thereon, the following Councilmembers voted in favor thereof:

and the following voted against the same:

Whereupon said Ordinance was declared duly passed and adopted this 17th day of October, 2011.

\_\_\_\_\_  
Mayor

Attest:

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

Published in the Mankato Free Press October 22, 2011.



**ORDINANCE NO. 42, FOURTH SERIES**

**AN ORDINANCE AUTHORIZING THE NORTH MANKATO PORT  
AUTHORITY COMMISSION TO ISSUE TAXABLE GENERAL OBLIGATION TAX  
INCREMENT 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**

WHEREAS, the City of North Mankato, Minnesota (the "City") and the North Mankato Port Authority Commission (the "Port Authority") believe that it is desirable and necessary that the Authority issue taxable general obligation tax increment bonds to finance various public redevelopment costs; and accordingly:

THE CITY COUNCIL OF THE CITY OF NORTH MANKATO HEREBY ORDAINS:

Section 1. Pursuant to and in accordance with the provisions of this Ordinance and of Minnesota Statutes, Sections 469.060, 469.079 and 412.191, subd. 4 and Chapter 475, the consent of the City Council is hereby given to the Port Authority to issue and sell the Port Authority's taxable general obligation tax increment bonds to which the full faith, credit and resources of the City may and shall be pledged as payment and security therefor, in one or more series, in fully registered form, and in an aggregate principal amount of \$455,000 (the "Bonds"). The City Council hereby gives specific consent to the pledge of the City's full faith, credit, and resources to the payment and security of the Bonds.

Section 2. After adopting, signing and attestation, this Ordinance shall be posted as required by law, and shall be published once in the official newspaper of the City and shall be effective upon such publication.

The foregoing Ordinance was introduced by Councilmember \_\_\_\_\_, who moved its adoption. The motion for the adoption of the foregoing Ordinance was duly seconded by Councilmember \_\_\_\_\_ and upon a vote being taken thereon, the following Councilmembers voted in favor thereof:

and the following voted against the same:

Whereupon said Ordinance was declared duly passed and adopted this 17th day of October, 2011.

\_\_\_\_\_  
Mayor

Attest:

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

Published in the Mankato Free Press October 22, 2011.

# CITY OF NORTH MANKATO



## REQUEST FOR COUNCIL ACTION

Agenda Item # 13C	Dept: Administration	Council Meeting Date: 10/17/11
-------------------	----------------------	--------------------------------

**TITLE OF ISSUE: Approve Quotation for Maintenance of Well #8**

**BACKGROUND AND SUPPLEMENTAL INFORMATION: Enclosed please find a recommendation from the Public Works Director for the inspection and periodic maintenance of Well No. 8. This is an approved item in the 2011 Budget. The Public Works Director is recommending the low quote of Their Well Drilling Company in the amount of \$61,675.**

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

**REQUESTED COUNCIL ACTION: Approve quotation**

**For Clerk's Use:**

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

Vote Record:

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

**SUPPORTING DOCUMENTS ATTACHED**

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify)		Memo, Quotation Comparison		
_____				
_____				
_____				

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

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

## Memorandum

To: Wendell Sande, City Administrator  
From: Richard Peterson, Public Works Director  
Date: October 12, 2011  
Subject: Well #8 Renovation

The City Council authorized the inspection and maintenance of Well # 8 in 2011. I have received five quotes from various well contractors. I would recommend accepting the low quote from Their Well Drilling Co.

Attached are the quotation comparisons of the normal expected repairs.

	Thein	Bergerson	Renner	Traut	Keys
Pull Pump/Motor	\$9,400	\$5,500	\$6,600	\$8,900	\$6,000
Gen Motor Maintenance	\$1,500	\$1,400	\$500	\$1,500	\$800
Replace Motor Thrust Bearings	\$700	\$1,000	\$1,600	\$550	\$800
Rplace all Motor guide bearings	\$200	\$350	\$639	\$450	\$500
10" Sched 40 column pipe	\$16,500	\$20,790	\$22,903	\$20,790	\$19,800
Peplace 10" tail pipe	\$400	\$550	\$496	\$500	\$380
1 1/2 S.S. Line Shaft Grade?	\$10,560	\$8,415	\$12,045	\$13,860	\$12,540
Head Shaft	\$400	\$700	\$542	\$425	\$400
Head Bearing/Bushing	\$75	\$150	\$130	\$95	\$125
Packing	\$75	\$100	\$30	\$75	\$0
Line Shaft Sleeves	\$1,650	\$2,310	\$1,584	\$2,475	\$1,650
Line Shaft couplings	\$825	\$1,914	\$1,650	\$2,145	\$1,815
Replace Spider Bearings	\$1,020	\$1,020	\$680	\$850	\$1,020
Replace Spiders	\$3,400	\$2,380	\$4,658	\$3,740	\$5,100
Sandblast /Paint Discharge Head	\$300	\$200	\$125	\$275	\$150
Sandbast/Paint colum pipe epoxy Inside?	\$1,000	\$1,950	\$9,024	\$1,300	\$7,920
Sandbast/Paint couplings pipe epoxy	\$200	\$750	\$0	\$300	\$660
Sandbast/Paint exterior of pump	\$250	\$350	\$256	\$150	\$250
Remove and reinstall poly water level monito	\$100	\$340	\$330	\$125	\$0
1" Poly tube for monitoring	\$350	\$510	\$330	\$330	\$500
Replace Bowls	\$2,600	\$1,600	\$4,800	\$4,800	\$5,600
Replace Impellar	\$2,600	\$2,400	\$3,200	\$3,200	\$4,000
Replace Bowl Shaft	\$700	\$650	\$400	\$400	\$375
Replace Wear rings	\$520	\$1,400	\$1,440	\$1,440	\$660
Replace S.S. Collets	\$400	\$240	\$300	\$300	\$500
Replace Bearings	\$600	\$450	\$390	\$390	\$750
Install Pump Shaft Sleeves	\$0	\$25	\$150	\$150	\$10
Additional Mobilization/Demobilization	\$1,500	\$5,500	\$5,000	\$5,800	\$5,000
Bail Sand from Well	\$2,700	\$4,000	\$2,400	\$4,000	\$4,500
Bail Additional Sand from Well	\$150	\$150	\$120	\$200	\$200
Televise and Provide a Report	\$1,000	\$1,000	\$1,800	\$1,300	\$1,600
TOTAL	\$61,675	\$68,094	\$73,442	\$80,815	\$83,605

# CITY OF NORTH MANKATO



## REQUEST FOR COUNCIL ACTION

Agenda Item # 13D	Dept: Administration	Council Meeting Date: 10/17/11
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**TITLE OF ISSUE:** Award Proposal for Wetland Bank Seeding

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** Enclosed please find a recommendation from the City Engineer regarding seeding of the wetland adjacent to the CSAH 41/Carlson Drive project. Substantial work was done in and around the wetland area as a part of the construction project. 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, we expect to obtain wetland credits estimated to be worth \$147,420 dependent upon the sale price of the credits applicable at that future date. The requested action is to award the proposal to Prairie Restorations.

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

**REQUESTED COUNCIL ACTION:** Award proposal

**For Clerk's Use:**

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

Vote Record:

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

**SUPPORTING DOCUMENTS ATTACHED**

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

<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: _____

**Wendell Sande**

---

**From:** Brian Malm [brianma@bolton-menk.com]  
**Sent:** Tuesday, October 11, 2011 5:06 PM  
**To:** wsande@northmankato.com  
**Subject:** Wetland Bank Seeding  
**Attachments:** Apex Co Bid.PDF; Prairie Restorations Bid.PDF

Wendell,

Attached are the bids we received for the wetland seeding for the CSAH 41 wetland bank. As you know, this work was not included in the bid package for the roadway and utility construction because it involves specialized work over a period of 5 years to establish the wetland bank. The construction of the wetland bank was required due to the impact the CSAH 41/Carlson/Howard project and the eventual development of the industrial park will have on the adjacent wetlands. Bids were solicited from four companies as follows:

- Monarch Wildlife Systems, North Mankato
- Erosion Control Inc., Medford
- Prairie Restorations, Princeton
- Apex Companies, Des Moines

Two (2) bids were received as follows:

- Prairie Restorations - \$63,466.00
- Apex Companies - \$118,913.00

We recommend awarding the bid to Prairie Restorations. We have worked with them in the past, and they are very qualified to complete the work and are ready to complete the initial seeding yet this fall.

The wetland bank will create an estimated 9.66 acres of wetland credits, contingent upon certification at the end of the 5 year establishment period. We understand that the current rate for wetland bank credit purchase is \$0.35 to \$1.00/square foot. This would equate to an estimated \$147,000 to \$420,000 upon sale of the credits.

Please let me know if you have any questions.

Brian

**Brian Malm, P.E.**

**Bolton & Menk, Inc.**

P: (507)625-4171 ext. 1264

M: (507)381-7511

email: [brianma@bolton-menk.com](mailto:brianma@bolton-menk.com)

10/12/2011

DOCUMENT 00410 - PROPOSAL

for

North Mankato Wetland Bank Vegetation Establishment and Management  
City of North Mankato  
City Project No. 10-01-A-F  
North Mankato, MN

BID by PRAIRIE RESTORATIONS, INC.

< Name of Bidder >

TO: City of North Mankato  
North Mankato, MN

1. The undersigned BIDDER proposes and agrees, if this Bid is accepted, to enter into an agreement with OWNER in the form included in the Contract Documents to perform and furnish all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the other terms and conditions of the Contract Documents.
2. BIDDER accepts all of the terms and conditions of the Advertisement or Invitation to Bid and Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for forty-five days after the day of Bid opening. BIDDER will sign and submit the Agreement with the Bonds and other documents required by the Bidding Requirements within fifteen days after the date of OWNER'S Notice of Award.
3. In submitting this Bid, BIDDER represents, as more fully set forth in the Agreement, that:
  - (a) BIDDER has examined copies of all the Bidding Documents and of the following Addenda (receipt of all which is hereby acknowledged):

Date	ADDENDA Number
<u>N/A</u>	<u>N/A</u>
_____	_____
_____	_____

- (b) BIDDER has familiarized itself with the nature and extent of the Contract Documents as listed in Document 00010 - Table of Contents, and has familiarized itself with the nature and the extent of the Work, Site, locality, and all local conditions and Laws and Regulations that in any manner may affect cost, progress, performance or furnishing of the Work.
- (c) BIDDER has studied carefully all reports and drawings of subsurface conditions and drawings of physical conditions which are identified in the Supplementary Conditions as provided in paragraph 4.02 of the General Conditions, and accepts the determination set forth in Supplementary Conditions SC-4.02.A.1 and 4.02.A.2 to the extent of the technical data contained in such reports and drawings upon which BIDDER is entitled to rely.

- (d) BIDDER has obtained and carefully studied (or assumes responsibility for obtaining and carefully studying) all such examinations, investigations, explorations, tests and studies (in addition to or to supplement those referred to in (c) above) which pertain to the subsurface or physical conditions at the site or otherwise may affect the cost, progress, performance or furnishing of the Work as BIDDER considers necessary for the performance or furnishing of the Work at the Contract Price, within the Contract Time and in accordance with the other terms and conditions of the Contract Documents, including specifically the provisions of Paragraph 4.02 of the General Conditions; and no additional examinations, investigations, explorations, tests, reports or similar information or data are or will be required by BIDDER for such purposes.
  - (e) BIDDER has reviewed and checked all information and data shown or indicated on the Contract Documents with respect to existing Underground Facilities at or contiguous to the site and assumes responsibility for the accurate location of said Underground Facilities. No additional examinations, investigations, explorations, tests, reports or similar information or data in respect of said Underground Facilities are or will be required by BIDDER in order to perform and furnish the Work at the Contract Price, within the Contract Time and in accordance with the other terms and conditions of the Contract Documents, including specifically the provisions of paragraph 4.04 of the General Conditions.
  - (f) BIDDER has correlated the results of all such observations, examinations, investigations, explorations, tests, reports and studies with the terms and conditions of the Contract Documents.
  - (g) BIDDER has given ENGINEER written notice of all conflicts, errors or discrepancies that it has discovered in the Contract Documents and the written resolution thereof by ENGINEER is acceptable to BIDDER.
  - (h) BIDDER certifies that this proposal is made and submitted without fraud or collusion with any other firm or corporation whatsoever. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; BIDDER has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; BIDDER has not solicited or induced any person, firm or corporation to refrain from bidding; and BIDDER has not sought by collusion to obtain for itself any advantage over any other Bidder or over OWNER.
  - (i) The BIDDER acknowledges the right of the OWNER to reject any or all Bids, waive any irregularities or informalities therein and award the Contract to other than the lowest Bidder if, in its discretion, the interests of the OWNER would be best served thereby.
4. The BIDDER will complete the Work for the prices shown in the BIDDING SCHEDULE. BIDDER understands that the quantities of work shown on the BIDDING SCHEDULE are approximate only and are subject to increase or decrease; that all quantities of Work, whether increased or decreased within the limits described in Supplementary Condition SC-11.03.C are to be performed at the unit prices shown on the BIDDING SCHEDULE, and that, at the time of opening the Bids, totals only will be read, but that comparison of Bids will be based on the correct summation of item totals obtained from the unit prices bid.
- (a) If the project is bid in sections, the Contractor must bid all sections. The sum of the respective bids for each section will be used to determine the total bid price.
  - (b) The OWNER shall use the total amount bid for the entire project to determine the lowest bidder.
  - (c) The award of the contract will be made to the lowest, responsible bidder, based on the proposal with the lowest TOTAL PROJECT BID PRICE.

- (d) All bids shall include sales tax and all applicable taxes and fees.
5. The BIDDER agrees that the Work shall commence in accordance with the requirements of the Contract Documents and shall be completed in accordance with Article 3 of the AGREEMENT and the Specifications. The BIDDER accepts the provisions of the AGREEMENT as to Contract Time and liquidated damages in the event of failure to complete the work on time.
  6. The following documents are attached to and made a condition of this Bid:
    - (a) Required bid security in the form of a Certified Check or Bidder's Bond, being at least 5 percent of the amount bid, and made payable to the OWNER.
    - (b) Additional information required to be included with the bid that is listed in the individual technical sections of the Contract Documents.
  7. The Contractor may use Document 00420 - BID BOND in submitting a bidder's bond.
  8. Communications concerning this Bid shall be addressed to:

BIDDER: PRAIRIE RESTORATIONS, INC.

ADDRESS: P.O. BOX 327

CITY & STATE: PRINCETON, MN 55371

TELEPHONE: 763-389-4342

FAX: 763-389-4346

CONTACT PERSON: JOSH RICHARDSON

E-MAIL ADDRESS: JRICHARDSON@PRAIRIERESTO.COM

9. The terms used in this Bid, which are defined in the General Conditions of the Construction Contract included as part of the Contract Documents, have the meanings assigned to them in the General Conditions.

# SCHEDULE OF UNIT PRICES

NORTH MANKATO WETLAND BANK  
VEGETATION ESTABLISHMENT & MANAGEMENT  
NORTH MANAKTO, MINNESOTA  
BMI PROJECT NO. M12.37970

BIDDER agrees to perform all of the work described in the CONTRACT DOCUMENTS for the following unit prices:

NOTE: BIDS shall include sales tax and all applicable taxes and fees.

BIDDER must fill in unit prices in numerals, make extension for each item, and total.

CY (LV) = Cubic Yards, Loose Volume

CY (CV) = Cubic Yards, Compacted Volume (Measured in Place)

(P)=Planned Quantity Basis of Measurement

ITEM NO.	ITEM	APPROX. QUANT.	UNIT	UNIT PRICE	AMOUNT
1	MOBILIZATION	1.0	LS	<u>1,260.00</u>	<u>1,260.00</u>
2	COMPREHENSIVE SITE HERBICIDE APPLICATION	17.7	ACRE	<u>130.00</u>	<u>2,301.00</u>
3	SEEDING PREPARATION AND PLACEMENT	12.7	ACRE	<u>1,110.00</u>	<u>14,097.00</u>
4	WETLAND SEEDING - STATE SEED MIX 35-541 (12 LBS PLS/ACRE)	81.5	LBS	<u>22.00</u>	<u>1,793.00</u>
5	WETLAND SEEDING - STATE SEED MIX 34-271 (12 LBS PLS/ACRE)	50.0	LBS	<u>62.00</u>	<u>3,100.00</u>
6	WETLAND SEEDING - STATE SEED MIX 34-181 (5 LBS PLS/ACRE)	8.5	LBS	<u>240.00</u>	<u>2,040.00</u>
7	COMPREHENSIVE SITE MOWING	13.0	EACH	<u>975.00</u>	<u>12,675.00</u>
8	WETLAND AND BUFFER VEGETATION MANAGEMENT	5.0	LS/YR	<u>4,500.00</u>	<u>22,500.00</u>
9	COMPREHENSIVE SITE CONTROLLED BURN	2.0	EACH	<u>1,850.00</u>	<u>3,700.00</u>
TOTAL AMOUNT BID:					<u>\$ 63,466.00</u>

If BIDDER is:

**An Individual**

SUBMITTED on \_\_\_\_\_, 20\_\_.

By \_\_\_\_\_ (Seal)  
(Individual's Name)

\_\_\_\_\_  
(Signature)

Doing business as \_\_\_\_\_

Business Address \_\_\_\_\_

Phone No.: \_\_\_\_\_

**A Partnership**

SUBMITTED on \_\_\_\_\_, 20\_\_.

By \_\_\_\_\_ (Seal)  
(Firm Name)

\_\_\_\_\_  
(General Partner)

\_\_\_\_\_  
(Signature)

Business Address \_\_\_\_\_

Phone No.: \_\_\_\_\_

**A Corporation**

SUBMITTED on SEPTEMBER 27, 2011.

By PRAIRIE RESTORATIONS, INC.  
(Corporation Name)

MINNESOTA  
(State of Incorporation)

By RONALD W. BOWEN  
(Name of Person Authorized to Sign)

PRESIDENT  
(Title)

Ronald W. Bowen  
(Signature)

(Corporate Seal)

Attest REBECCA PORTER  
(Secretary)

Business Address PO BOX 327

PRINCETON, MN 55371

Phone No.: 763-389-4342

**A Joint Venture**

SUBMITTED on \_\_\_\_\_, 20\_\_.

By \_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Signature)

By \_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Signature)

(Each Joint Venture must sign. The manner of signing for each individual, partnership and corporation that is a party to the joint venture should be in the manner indicated above.)

\*\*\*\*END OF SECTION\*\*\*\*



10052 Justin Drive  
Suite L  
Urbandale, IA 50322  
Telephone 515-727-8025  
*Facsimile 515-727-8028*

October 11, 2011

Mr. Wendell Sande  
City of North Mankato  
1001 Belgrade Avenue  
North Mankato, MN 56003

Subject: Preliminary Proposal for North Mankato Wetland Bank Vegetation  
Establishment and Management

City of North Mankato  
City Project No. 10-01-A-F  
North Mankato, MN

Apex Proposal No. B11-036

Dear Mr. Sande:

Apex Companies, LLC (Apex) appreciates the opportunity to provide this preliminary proposal for the North Mankato Wetland Bank Vegetation Establishment and Management project. At the request of Mr. Brian Malm of Bolton & Menk, Apex examined the subject site on September 29, 2011, and has performed a cursory review of the bidding documents for the purpose of pricing compilation. We understand the project was originally out-for-bid in September, 2011, and there was only one response.

The scope of work includes:

- Mobilization (Lump sum over 5 year lifetime of project)
- Comprehensive site herbicide application on 17.7 acres (Fall 2011)
- Provide three (3) varieties of State of Minnesota seed mixes (Fall 2011)
- Seeding Preparation and Placement on 12.7 acres (Fall 2011)
- Comprehensive Site Mowing (13 events over 5 year lifetime of project)
- Wetland and buffer vegetation management (5 events per year over 5 year lifetime of project)
- Comprehensive site controlled burn (2 events over 5 year lifetime of project)

Apex has populated the Schedule of Unit Prices that was included with the bidding documents. Due to the need for expedited pricing, the rates outlined on the Schedule of Unit Pricing are contingent upon the following items:

1. Performance bonding for the project has not been included in the pricing. If the City of North Mankato is interested in pursuing a contract with Apex to perform this project, Apex will obtain a performance bond quote from our bonding firm, the cost of which will be added to our bid price.
2. Apex assumes that Contract Terms and Conditions and Pay Terms are negotiable (if necessary) in the event that the City of North Mankato is interested in pursuing a contract with Apex to perform this project. Due to the expedited nature of this bid request, Apex corporate officers have not performed a detailed review of the Contract Terms and Conditions and Pay Terms.

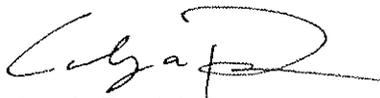
Apex's total bid for this project is \$118,913.00, contingent upon the items outlined above. We have researched the pricing and availability of the specified seed mixes and herbicide. Apex has performed similar scopes of work under the direction of Bolton & Menk for various clients in the states of Minnesota and Iowa, with great success and efficiency, and we maintain the proper herbicide applicator licensing in Minnesota.

Apex's bid pricing is based upon the following assumptions, in addition to those outlined above:

- Award of entire scope of work
- Weather related delays/additional mobilization time will not be encountered
- Site controlled burns will be conducted at no-cost by the City of North Mankato Fire Department (as discussed with Bolton & Menk). Apex has provided costs for pre-burn preparation and coordination.
- Any additional work prescribed by the engineer will be performed at additional costs. Re-seeding of the area (if required due to weather conditions or deficiencies with the specified seed mixes) will be performed at additional cost.

We appreciate the opportunity to provide this pricing to the City of North Mankato, and are prepared to deliver a superior product and detailed project management. If you have any questions or would like to discuss, please contact us at (515) 727-8025.

Sincerely,



Caley A. Parrish  
Division Manager  
[cparrish@apexc.com](mailto:cparrish@apexc.com)



Kent Allen  
Field Services Manager  
[kallen@apexc.com](mailto:kallen@apexc.com)

Enclosure

# SCHEDULE OF UNIT PRICES

NORTH MANKATO WETLAND BANK  
 VEGETATION ESTABLISHMENT & MANAGEMENT  
 NORTH MANAKTO, MINNESOTA  
 BMI PROJECT NO. M12.37970

BIDDER agrees to perform all of the work described in the CONTRACT DOCUMENTS for the following unit prices:

NOTE: BIDS shall include sales tax and all applicable taxes and fees.

BIDDER must fill in unit prices in numerals, make extension for each item, and total.

CY (LV) = Cubic Yards, Loose Volume

CY (CV) = Cubic Yards, Compacted Volume (Measured in Place)

(P)=Planned Quantity Basis of Measurement

ITEM NO.	ITEM	APPROX. QUANT.	UNIT	UNIT PRICE	AMOUNT
1	MOBILIZATION	1.0	LS	\$30,636.00	\$30,636.00
2	COMPREHENSIVE SITE HERBICIDE APPLICATION	17.7	ACRE	\$110.00	\$1,947.00
3	SEEDING PREPARATION AND PLACEMENT	12.7	ACRE	\$800.00	\$10,160.00
4	WETLAND SEEDING - STATE SEED MIX 35-541 (12 LBS PLS/ACRE)	81.5	LBS	\$40.00	\$3,260.00
5	WETLAND SEEDING - STATE SEED MIX 34-271 (12 LBS PLS/ACRE)	50.0	LBS	\$90.00	\$4,500.00
6	WETLAND SEEDING - STATE SEED MIX 34-181 (5 LBS PLS/ACRE)	8.5	LBS	\$300.00	\$2,550.00
7	COMPREHENSIVE SITE MOWING	13.0	EACH	\$2,700.00	\$35,100.00
8	WETLAND AND BUFFER VEGETATION MANAGEMENT	5.0	LS/YR	\$4,220.00	\$21,100.00
9	COMPREHENSIVE SITE CONTROLLED BURN	2.0	EACH	\$4,830.00	\$9,660.00
TOTAL AMOUNT BID:					\$ 118,913.00

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 13E	Dept: Administration	Council Meeting Date: 10/17/11
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**TITLE OF ISSUE: Res. Approving State of Minnesota Joint Powers Agreements with the City of North Mankato on Behalf of its City Attorney and Police Department**

**BACKGROUND AND SUPPLEMENTAL INFORMATION: The Police Chief is requesting your approval of the Joint Powers Agreement necessary to provide access to the State's Criminal Justice Data Communications Network.**

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

**SUPPORTING DOCUMENTS ATTACHED**

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

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

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

**RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF NORTH MANKATO ON BEHALF OF ITS CITY ATTORNEY AND POLICE DEPARTMENT**

**WHEREAS**, the City of North Mankato on behalf of its Prosecuting Attorney and Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the City is eligible. The Joint Powers Agreements further provide the City with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the City to pay the costs for the network connection.

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

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of North Mankato on behalf of its Prosecuting Attorney and Police Department, are hereby approved. Copies of the two Joint Powers Agreements are attached to this Resolution and made a part of it.
2. That the Police Chief, Chris Boyer, or his successor, is designated the Authorized Representative for the Police Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Finance Director Clara Thorne is appointed as the Authorized Representative designee.

3. That the City Attorney, Michael Kennedy, or his or her successor, is designated the Authorized Representative for the Prosecuting Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Police Secretary Kelly Hanson is appointed as the Authorized Representative's designee.

4. That Mark Dehen, the Mayor for the City of North Mankato and Nancy Gehrke, the City Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements.

Passed and Adopted by the Council on this 17th day of October 2011.

CITY OF NORTH MANKATO

\_\_\_\_\_  
Mark Dehen, Mayor

ATTEST: \_\_\_\_\_  
Nancy Gehrke, City Clerk

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 13F	Dept: Administration	Council Meeting Date: 10/17/11
-------------------	----------------------	--------------------------------

**TITLE OF ISSUE: 2011 Bicycle Tourism Summit**

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** Staff will be representing the City at the 2011 Minnesota Bicycle Tourism Summit on November 3, 2011. With the expected construction of the T.H. 14 extension beginning in 2012, important bike trail connections will be taking place. After the extension of Carlson Drive through the Industrial Park and the extension of CSAH 41 connecting to the trail along Rockford Road, a major portion of our local trail system will be completed. Other possible future trail projects under discussion are the extension of a trail from LorRay Drive to Highway 169 and a possible trail along the Minnesota River from Mankato to St. Peter via 7-Mile Creek Park.

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

**REQUESTED COUNCIL ACTION:**

**For Clerk's Use:**

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

Vote Record:

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

**SUPPORTING DOCUMENTS ATTACHED**

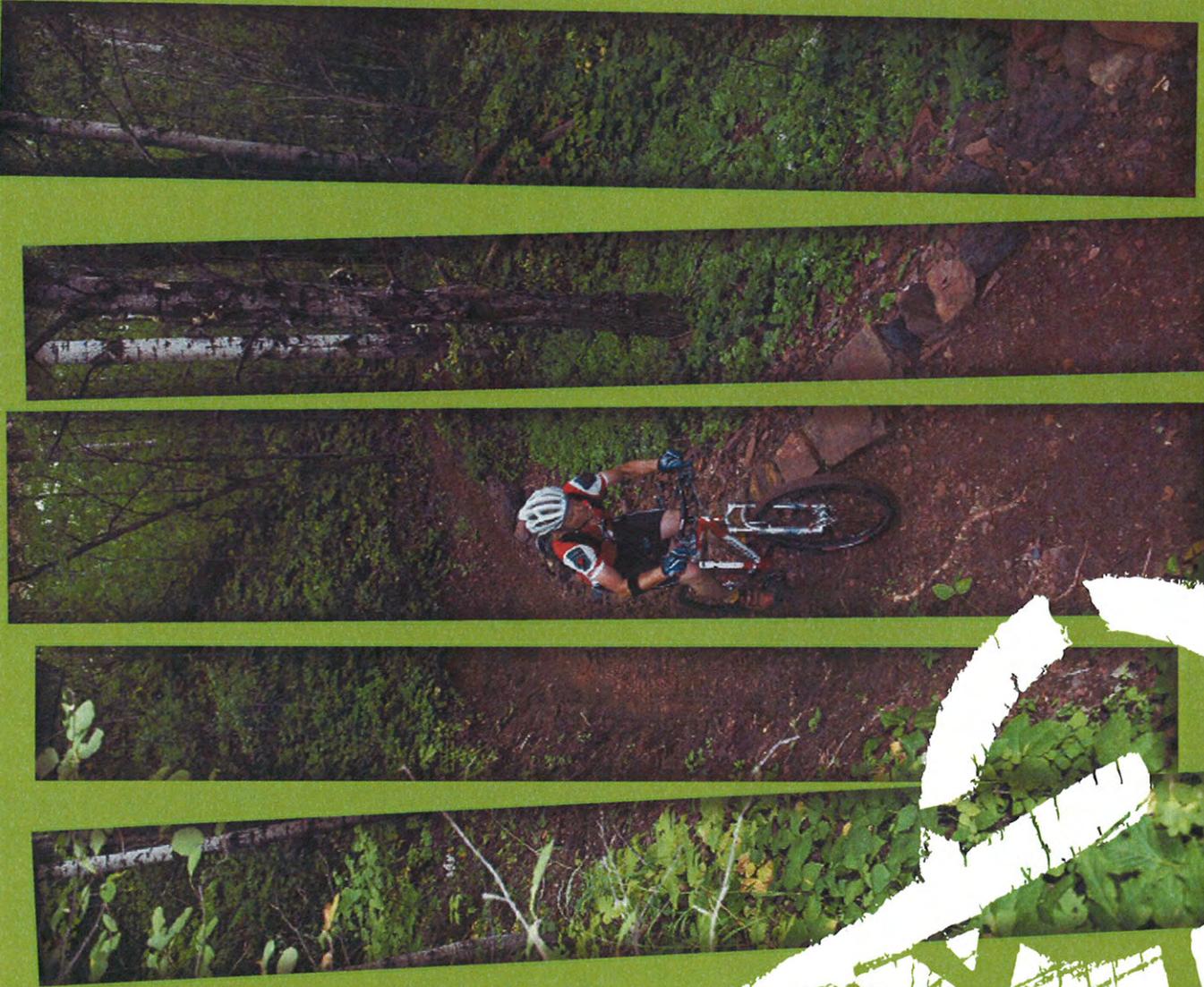
Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify)		<u>2011 Bicycle Tourism Information</u>		
_____				
_____				
_____				

<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: _____

# 2011 Minnesota BICYCLE TOURISM SUMMIT

Thursday,  
November 3, 2011



For more information and online registration go to:  
[www.industry.exploreminnesota.com](http://www.industry.exploreminnesota.com)  
Click here →

# 2011 Minnesota BICYCLE TOURISM SUMMIT

## LOCATION:

Verizon Wireless Center in Mankato, MN

## PLANNING PARTNERS:

Explore Minnesota Tourism, Minnesota Department of Natural Resources, Minnesota Department of Transportation, Parks & Trails Council of Minnesota, National Park Service and the Bicycle Alliance of Minnesota.

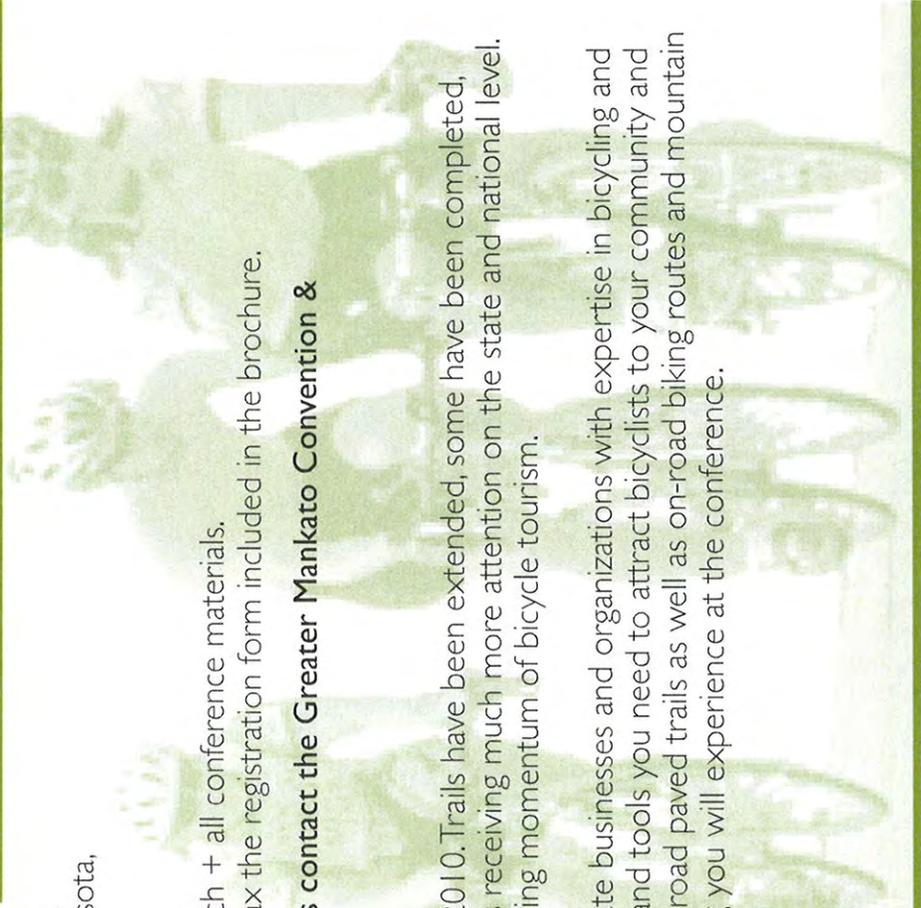
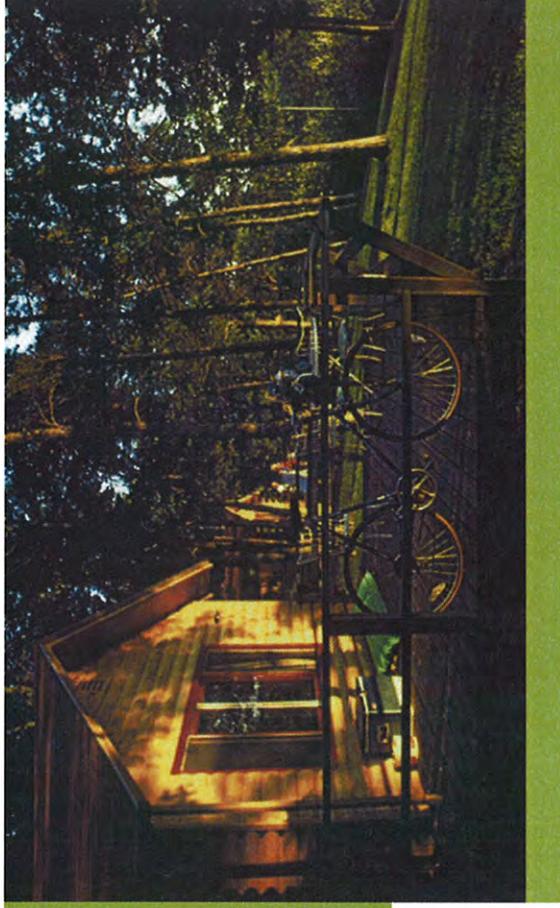
## COST:

Registration is only \$50 until Thursday, October 27, 2011 and includes lunch + all conference materials. Register online at <http://www.rsvpbook.com/event.php?494525> or mail/fax the registration form included in the brochure.

**For more information on the convention center and lodging suggestions contact the Greater Mankato Convention & Visitors Bureau: 800 657-4733**

Much has happened since the first Bicycle Tourism Summit was held in 2010. Trails have been extended, some have been completed, partnerships were established through regional meetings, and bicycling is receiving much more attention on the state and national level. Don't miss this opportunity to learn how you can capitalize on the exciting momentum of bicycle tourism.

This one-day workshop features speakers from national, regional and state businesses and organizations with expertise in bicycling and tourism. Sessions include topics that will help give you the background and tools you need to attract bicyclists to your community and business. Communities, businesses and recreation organizations near off-road paved trails as well as on-road biking routes and mountain biking facilities will benefit from the educational sessions and networking you will experience at the conference.



## Preliminary Schedule

Thursday, November 3, 2011

8:00 a.m. Registration

9:00 a.m.  **Bikes Belong** EST. 1994 Welcome and Opening Keynote: **Tim Blumenthal, Executive Director, Bikes Belong** — "The World of Biking" — overview of biking/bicycle tourism on a national/international level; how Minnesota stacks up against other states in bicycle tourism and opportunities for Minnesota to demonstrate and convey our position as a premier biking destination.

10:00 a.m. Break and Networking Time

10:30 a.m. Regional group reports on successes — Regional groups that have been meeting since the first summit will report on activities and opportunities

11:45 a.m. Breakout Sessions  
Repeated sessions:

- **So You Want to Be a Bicycle Destination — Now What? -**

Tim Blumenthal, Bikes Belong

Tim will guide community leaders and businesses in planning, developing, and measuring bicycle tourism initiatives. Come prepared with questions and issues from your own experience to ask Tim and share with others in this session.

- **Trail Marketing Toolbox -**

Ciara Schlichting, Stantec and Steve Markuson, Preferred Results

Do you want to attract more bicyclists to your business or community? This workshop will unpack the Mississippi River Trail (MRT) Marketing Toolbox which provides insights into the needs of various bicycle market segments, identifies potential marketing collaborators, and offers specific tools to help you develop a marketing strategy for your town or business.

- **Making a Community Bicycle Friendly -**

Greta Alquist, MnDOT and Dorian Grilley, Bicycle Alliance of Minnesota.

Using Mankato and Minneapolis as examples of a "Bicycle Friendly Community", this "How-to" session includes information on economic impact, development, funding and including tourism in development plans.

1:00 p.m. **Lunch and Speaker Presentation -**  
Steve Markuson, Preferred Results

- Steve has been hired by MnDOT to work with communities along the Mississippi River Trail (MRT) to help them develop marketing strategies for the MRT in their region. Using his more recent experiences with the Mississippi River Trail and other examples from his extensive marketing background, he will unpack the essential steps that lead to the development of a dynamic action plan for your business or community.

2:00 p.m. Breakout Sessions

3:00 p.m. Break

3:30 p.m. **Panel of bicycle users -** what am I looking for in a biking destination?

Individuals representing many types of bicyclists will share their perspective on what will draw them to your community business or trail. Examples of users:

- Family
- Bike Club leader
- Avid cyclist
- Retired
- Mountain biker
- Event participant

4:30 p.m. Wrap up and prize giveaway

SESSION OFFERED IN THE MORNING ONLY:

- **The A, B, C's of Bicycle Tourism -**

Lisa Austin, MnDOT and Twin Cities Bicycle Club

Not all bicycle vacations are the same. This session will cover bicycle vacations for A (advanced), B (basic), and C (casual) level riders. Lisa is a past Board member of Twin Cities Bicycle Club, and currently works in the Pedestrian/Bicycle section at MnDOT. From planning many trips for the bike club each year, and working on bicycle issues through her current position, Lisa will share what bike clubs and bicyclists of all levels are looking for in a destination.

SESSION OFFERED IN THE AFTERNOON ONLY:

- **Welcoming Mountain Bikers -**

Gary Sjoquist and others, Quality Bicycle Products, International Mountain Biking Association (IMBA)

Gary will facilitate this panel of mountain biking and tourism experts who share what a community or business needs to provide mountain bikers to be successful in this market.

For updated information and a link to online registration go to: <http://industry.exploreminnesota.com/bike-summit/>

## Registration Form

Please Check:

- \$50 Early Registration: Registrations received with full payment, postmarked by October 27  
 \$40 Multi-Attendee Registration: Second and all subsequent registrations received from the same business or organization; all registrations must be submitted together to receive this rate.  
 \$65 Regular Registration: Registrations received without payment/postmarked after October 27  
 \$25 Student Registration

Payments must be postmarked by October 27 to qualify for Early Registration of \$50. Payments postmarked after October 27 will be \$65. Registration fee must be paid prior to the event or at time of check-in at the registration desk.

Special dietary needs: \_\_\_\_\_

PRINT OR TYPE: (one form per person)

Name as preferred on badge \_\_\_\_\_ Organization \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_

Cash, check or credit card - Visa or Mastercard are accepted - if using a credit card fill out the information below:

Visa  Mastercard

(Account number) \_\_\_\_\_ (Expiration date) \_\_\_\_\_

(For state agencies - Interagency payment info: Agency B20, Acct 2000-B202404-B2034400, Rev Source 622515)

MAIL or FAX COMPLETED FORM AND PAYMENT TO:

2011 Bicycle Tourism Summit, 121 7th Place E, #100, St. Paul MN 55101-2146 or Fax: 651/296-7095

**Cancellation Policy:** Any cancellations made prior to October 27 will be given a full refund.

Any cancellations made after that time, or no shows, will not be refunded and must pay the full registration fee. Registrations are transferable.

If you need special accommodations to enable you to fully participate in this event, or need this document made available in alternative formats, call Tina Skala at 651-757-1848, 800-657-3637 or e-mail [tina.skala@state.mn.us](mailto:tina.skala@state.mn.us). TTY Relay Service for Hearing Impaired, 800-627-3529.



# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 13G	Dept: Administration	Council Meeting Date: 10/17/11
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**TITLE OF ISSUE: Set Public Hearing for 2012 Budget for 7 p.m. on Monday, December 5, 2011**

**BACKGROUND AND SUPPLEMENTAL INFORMATION: As part of the 2012 Budget process, it is necessary to formally set the date and time of the 2012 Budget Public Hearing.**

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

**REQUESTED COUNCIL ACTION: Set public hearing**

**For Clerk's Use:**

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

Vote Record:

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

**SUPPORTING DOCUMENTS ATTACHED**

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

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

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

NOTICE OF PUBLIC HEARING ON 2012 BUDGET  
CITY OF NORTH MANKATO

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota, at 7 p.m. on the 5<sup>th</sup> day of December 2011, to hold a public hearing to consider the City's 2012 Budget.

Such persons as desire to be heard with reference to the proposed 2012 Budget will be heard at this meeting. A copy of the 2012 Budget is available at the North Mankato Taylor Library or by calling 625-4141 or in person at City Hall, 1001 Belgrade Avenue, North Mankato.

Dated this 17<sup>th</sup> day of October 2011.

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

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 13H	Dept: Administration	Council Meeting Date: 10/17/11
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**TITLE OF ISSUE: Set Public Hearing for Five-Year Capital Improvement Plan for 7 p.m. on Monday, December 19, 2011**

**BACKGROUND AND SUPPLEMENTAL INFORMATION: Also as a part of the Budget process, it is necessary to set the date and time of a public hearing for the proposed Five-Year Capital Improvement Plan.**

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

**REQUESTED COUNCIL ACTION: Set public hearing**

**For Clerk's Use:**

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

Vote Record:

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

**SUPPORTING DOCUMENTS ATTACHED**

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

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

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

NOTICE OF PUBLIC HEARING ON  
5-YEAR CAPITAL IMPROVEMENT PLAN, 2012-2016  
CITY OF NORTH MANKATO

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota, at 7 p.m. on the 19<sup>th</sup> day of December 2011, to hold a public hearing to consider the City's 5-Year Capital Improvement Plan, 2012-2016.

Such persons as desire to be heard with reference to the proposed 5-Year Capital Improvement Plan will be heard at this meeting. A copy of the 5-Year Capital Improvement Plan is available at the North Mankato Taylor Library or by calling 625-4141 or in person at City Hall, 1001 Belgrade Avenue, North Mankato.

Dated this 17<sup>th</sup> day of October 2011.

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





Date: 10/03/11

CITY OF NORTH MANKATO  
Training and Travel Request

Department: Police

Names: Jeremy Swenson

Number of Personnel Attending: 1

Event: Prescription Drug Crimes 6 credits / Free

Dates: 12/01/11

Location: St. Paul Police Dept. 389 N. Hamline Ave

Required Training for Certification/License:  Yes  No

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

P.O.S.T.

Description: Provides an overview of prescription drug abuse & the associated crimes.

Google calendar

[Add to my Google Calendar](#) | [Learn about Google Calendar](#)

## Prescription Drug Crimes

Date: December 1, 2011

Location: St. Paul Police Department

West District Community Room

389 N. Hamline Avenue

Saint Paul, MN 55104

Time: 0830-1600

Instructor: P. Ritch Wagner-Perdue Pharma LP

Post: 6 Credits

Cost: FREE

<http://www.stpaul.gov/DocumentView.aspx?DID=14927>">More Information

When Thu Dec 1, 2011

Where 389 N. Hamline Avenue, 55104 ([map](#))



Date: 10-13-2011

CITY OF NORTH MANKATO  
Training and Travel Request

Department: Police

Names: Chris Boyer

Number of Personnel Attending: 1

Event: Explosives recognition

Dates: Nov. 1, 2011

Location: BCA / St. Paul

Required Training for Certification/License:  Yes  No

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

P.O.S.T.

Description: \_\_\_\_\_

See Attached.



**Criminal Justice Training & Education**



Course Schedule:

**Course**

Course Title:	<b>IED Recognition</b>
P.O.S.T. Course #:	<b>002-2166</b>
Description:	Students will learn to recognize explosives and incendiary explosive devises (IEDs). The components and chemicals necessary to produce a device and where to obtain these materials will be discussed. The instructor will also discuss possible scenarios leading to the deployment.
Audience:	Law Enforcement, Fire, Homeland Security and Emergency Management personnel whose position requires a fundamental understanding of explosive devices.
Prerequisites:	
Items Needed:	None
Notes:	Coffee, lunch and material provided.
Credit Hours:	7
Course Fee:	\$50.00
Non-Cancel Fee:	\$50.00
Course Coordinator:	Will Waterkamp

[Go Back](#)

**Course Schedule**

	Start Date	End Date	Status	Location	Instructor	Seating Total	Seats Open
<a href="#">Register</a>	Nov 01, 2011 8:00 AM	Nov 01, 2011 4:00 PM	Scheduled	St. Paul - BCA	Lawrence Nevin, CMAS, MP	150	133

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 15A	Dept: Finance	Council Meeting Date: 10/17/11
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**TITLE OF ISSUE: Res. Declaring Costs to be Assessed for Municipal Charges, Exhibit A**

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** Attached is a resolution declaring costs to be assessed for municipal charges with Exhibit A attached listing the property addresses to be assessed for lawn maintenance fees. After adoption of the resolution, this information will be forwarded to the Nicollet County Auditor-Treasurer to be assessed to the properties listed.

*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	
	_____	_____	Freyberg
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	Schindle
	_____	_____	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) _____		Exhibit A		
_____				
_____				
_____				

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

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

RESOLUTION 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 on Exhibit A to this resolution.

Adopted by the City Council this 17<sup>th</sup> day of October 2011.

\_\_\_\_\_  
Mayor

ATTEST:

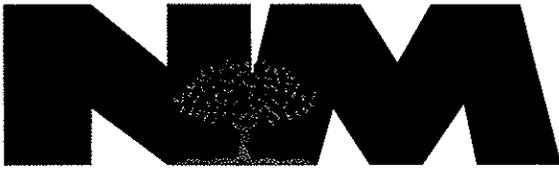
\_\_\_\_\_  
City Clerk

City of North Mankato  
Delinquent Invoice

EXHIBIT A

Certification to Assessment Roll for One Year at 7%

Location	Description	Owner	PID	Legal Description	Amount
2227 Kodiak Drive	Lawn Maintenance 5/20, 6/8, 6/24, 7/6, and 7/21/11	Platinum Development Group Inc 6999 Highover Rd Chanhassen MN 55317	18.172.0260	Northgate No. 2 Lot 2 Blk 5	375.00
2229 Kodiak Drive	Lawn Maintenance 5/20, 6/8, 6/24, 7/6, and 7/21/11	Platinum Development Group Inc 6999 Highover Rd Chanhassen MN 55317	18.172.0270	Northgate No. 2 Lot 3 Blk 5	375.00
2231 Kodiak Drive	Lawn Maintenance 5/20, 6/8, 6/24, 7/6, and 7/21/11	Platinum Development Group Inc 6999 Highover Rd Chanhassen MN 55317	18.172.0280	Northgate No. 2 Lot 4 Blk 5	375.00
2233 Kodiak Drive	Lawn Maintenance 5/20, 6/8, 6/24, 7/6, and 7/21/11	Platinum Development Group Inc 6999 Highover Rd Chanhassen MN 55317	18.172.0290	Northgate No. 2 Lot 5 Blk 5	375.00
2234 Kodiak Drive	Lawn Maintenance 5/20, 6/8, 6/24, 7/6, and 7/21/11	Platinum Development Group Inc 6999 Highover Rd Chanhassen MN 55317	18.172.0040	Northgate No. 2 Lot 4 Blk 1	375.00
2235 Kodiak Drive	Lawn Maintenance 5/20, 6/8, 6/24, 7/6, and 7/21/11	Platinum Development Group Inc 6999 Highover Rd Chanhassen MN 55317	18.172.0300	Northgate No. 2 Lot 6 Blk 5	375.00
2237 Kodiak Drive	Lawn Maintenance 5/20, 6/8, 6/24, 7/6, and 7/21/11	Platinum Development Group Inc 6999 Highover Rd Chanhassen MN 55317	18.172.0310	Northgate No. 2 Lot 7 Blk 5	375.00
2239 Kodiak Drive	Lawn Maintenance 5/20, 6/8, 6/24, 7/6, and 7/21/11	Platinum Development Group Inc 6999 Highover Rd Chanhassen MN 55317	18.172.0320	Northgate No. 2 Lot 8 Blk 5	375.00
2241 Kodiak Drive	Lawn Maintenance 5/20, 6/8, 6/24, 7/6, and 7/21/11	LCF Finding LLC 3424 Peachtree Rd NE Suite 2200 Atlanta GA 30326	18.172.0330	Northgate No. 2 Lot 9 Blk 5	375.00
2244 Kodiak Drive	Lawn Maintenance 5/20, 6/8, 6/24, 7/6, and 7/21/11	LCF Finding LLC 3424 Peachtree Rd NE Suite 2200 Atlanta GA 30326	18.172.0080	Northgate No. 2 Lot 3 Blk 2	375.00
2229 Fairbanks Drive	Lawn Maintenance 5/20, 6/8, 6/24, 7/6, and 7/21/11	Platinum Development Group Inc 6999 Highover Rd Chanhassen MN 55317	18.172.0150	Northgate No. 2 Lot 5 Blk 3	375.00
2230 Fairbanks Drive	Lawn Maintenance 5/20, 6/8, 6/24, 7/6, and 7/21/11	Platinum Development Group Inc 6999 Highover Rd Chanhassen MN 55317	18.172.0420	Northgate No. 2 Lot 18 Blk 5	375.00
2236 Fairbanks Drive	Lawn Maintenance 5/20, 6/8, 6/24, 7/6, and 7/21/11	Platinum Development Group Inc 6999 Highover Rd Chanhassen MN 55317	18.172.0390	Northgate No. 2 Lot 15 Blk 5	375.00
2238 Fairbanks Drive	Lawn Maintenance 5/20, 6/8, 6/24, 7/6, and 7/21/11	Platinum Development Group Inc 6999 Highover Rd Chanhassen MN 55317	18.172.0380	Northgate No. 2 Lot 14 Blk 5	375.00
2239 Fairbanks Drive	Lawn Maintenance 5/20, 6/8, 6/24, 7/6, and 7/21/11	Platinum Development Group Inc 6999 Highover Rd Chanhassen MN 55317	18.172.0190	Northgate No. 2 Lot 2 Blk 4	375.00
2242 Fairbanks Drive	Lawn Maintenance 5/20, 6/8, 6/24, 7/6, and 7/21/11	Platinum Development Group Inc 6999 Highover Rd Chanhassen MN 55317	18.172.0360	Northgate No. 2 Lot 12 Blk 5	375.00
2244 Fairbanks Drive	Lawn Maintenance 5/20, 6/8, 6/24, 7/6, and 7/21/11	LCF Finding LLC 3424 Peachtree Rd NE Suite 2200 Atlanta GA 30326	18.172.0350	Northgate No. 2 Lot 11 Blk 5	375.00
					<u>6,375.00</u>



CITY OF NORTH MANKATO

OFFICE OF THE MAYOR

**PROCLAMATION**

*WHEREAS, in the United States, nearly 26 million people have diabetes, a serious disease with potentially life-threatening complications such as heart disease, stroke, blindness, kidney disease and amputation; and*

*WHEREAS, an additional 79 million people in the United States are at risk for developing Type 2 diabetes; and*

*WHEREAS, recent estimates project that as many as one in three American adults will have diabetes in 2050 if current trends continue; and*

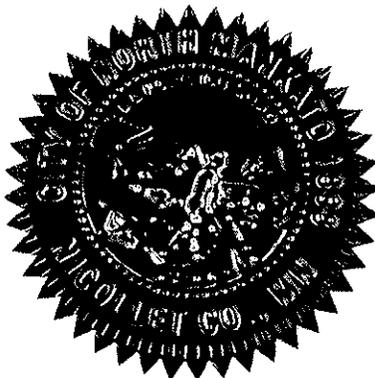
*WHEREAS, an increase in community awareness is necessary to put a stop to the diabetes epidemic;*

*NOW, THEREFORE, I, Mark Dehen, Mayor of the City of North Mankato, hereby proclaim November 2011 to be*

***American Diabetes Month***

*in North Mankato. I encourage all Americans to recognize American Diabetes Month and join the American Diabetes Association's Stop Diabetes movement to confront, fight and most importantly, change the future of this deadly disease.*

*IN WITNESS WHEREOF, I hereunto set my hand and seal this 17<sup>th</sup> day of October 2011.*



A handwritten signature in black ink, appearing to read 'Mark Dehen', written over a horizontal line.

*Mark Dehen, Mayor*



CLAIM REPORT  
FOR REGULAR COUNCIL MEETING OF OCTOBER 17, 2011

70136	MMFL State Fastpitch	10% concession stand sales for tournament 9/24	\$194.75
70137	MII Life, Inc.-VEBA	contribution to VEBA account-Finance	\$13,474.10
70138	PowerPlan	equipment parts-Street Dept.	\$631.35
70139	Xcel Energy	electric bill-All Depts.	\$22,604.70
70140	Affinity Plus Fed Credit Union	employee payroll deductions	\$192.62
70141	HickoryTech	telephone & internet bill-All Depts.	\$3,706.35
70142	ICMA Retirement Trust - 457	employee payroll deductions	\$16,428.85
70143	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$380.77
70144	MN Valley Fed Credit Union	employee payroll deductions	\$60.51
70145	Spinner's Bar	CBD grant-Local Option Sales Tax	\$13,573.79
70146	Verizon Wireless	cell phone bill-Comm Dev & Port Authority	\$108.96
70147	Mankato Umpire's Assn.	10% concession stand sales for tournament 10/1-2	\$340.66
70148	Charter Communications	high speed data service-Pol, Fire, Contingency & P/A	\$442.96
70149	Navitor	business cards-Finance	\$189.99
	AT&T Mobility	cell phone bill - Bookmobile	\$24.02
	Alpha Wireless	equipment part - Police Dept.	\$84.18
	Ameripride Services	mats, uniform & towel service-All Depts.	\$589.79
	Angie's Artisan Treats, LLC	kettle corn for ASA Convention - Comm. Dev.	\$504.00
	APT Machining & Fabricating, Inc.	equipment part - Street Dept.	\$16.11
	Barnes & Noble	books - Bookmobile	\$15.19
	Beacon Athletics	portable fencing for Caswell - Sales Tax Fund	\$174.00
	Blue Earth County	salary-Task Force	\$13,772.37
	Blue Valley Sod, Inc.	sod - Caswell	\$547.55
	Brock White Company, LLC	equipment parts-Sewer Dept.	\$1,616.75
	Carquest Auto Parts Store	equip. parts & supplies - Street, Park & Sewer	\$434.82
	Catco Parts Service	equipment parts-Bookmobile & Sewer	\$293.29
	CDW - Government	computer equipment - Library & CCTV	\$2,004.64
	Central Concrete	concrete - Street Dept.	\$2,531.36
	City of Mankato	ASA Debt Service-Park Dept./water bill - CCTV	\$14,390.03
	Crysteel Truck Equipment	equipment parts - Street Dept.	\$777.94
	Dairy Queen West	ice cream & credit for slushy flavoring - Swim Fac.	\$181.76
	DEMCO, Inc.	supplies - Library	\$395.72
	Department of Public Safety	quarterly bill for CJDN-Police Dept.	\$270.00
	Diamond Vogel Paint	street striping paint-Street Dept.	\$1,028.67

CLAIMS CON'T

DM Stamps & Specialties	supply-Inspection	\$18.20
Energy Sales, Inc.	supplies - Street & Shop	\$736.86
Express Services, Inc.	temporary crossing guards - Police Dept.	\$572.85
Fastenal Company	equip parts & supplies-Street & Parkland	\$8.08
Ferguson Enterprises, Inc.	plumbing supplies - Park Dept.	\$69.10
Ferrellgas	LP gas-Sanitation	\$59.98
First Systems Technology, Inc.	inspected lift stations flow meters-Sewer Dept.	\$98.00
Free Press	ads-Comm Dev & Contingency	\$264.28
Gale Group	books - Bookmobile	\$349.57
G & L Auto Supply	equipment parts & supplies-All Depts.	\$1,425.68
Godfather's Pizza	pizza-Caswell	\$180.00
Gopher State One-Call	equipment rental/utility digging notification serv-Insp	\$237.90
Green Care	lawn maintenance - Public Access	\$142.29
Hansen Sanitation	refuse pickup-Shop, Park, Sanitation & Public Access	\$159.12
Harbarth, Rick or Pam	refund water bill credit	\$60.53
Hasler, Inc.	postage meter rental - Water & Sewer Dept.	\$307.63
Hawkins, Inc.	chemicals - Water Dept.	\$2,320.00
Hermel, A.H. Company	hot chocolate and cappucino - Library	\$86.80
Holtmeier Const, Inc.	rock-2011 Const.	\$2,622.88
Home Magazine	ad-Contingency	\$40.00
Hurlbutt, Amanda	refund water bill credit	\$51.57
Ingram Library Services	books - Library & Bookmobile	\$2,011.81
Inman, Rich	advance for conference - Fire Dept.	\$75.00
JT Services	light poles - street lighting	\$2,899.13
Jeane Thorne, Inc.	professional services - Task Force	\$1,680.00
Keller, J.J. & Associates, Inc.	drug testing-All Depts.	\$153.60
Kendell Doors & Hardware, Inc.	door lock battery box - Rec. Ctr.	\$43.00
Kennedy & Kennedy Law Office	legal services-Attorney & Port Authority	\$8,691.77
Kwik Trip, Inc.	unleaded & diesel fuel-All Depts.	\$25,954.48
LJP Enterprises of St. Peter	wire baling - Sanitation	\$270.00
Mac Tools Distributor	supply-Street Dept.	\$47.23
Mankato Bearing Co.	equip. parts & supplies - Street & Shop	\$500.99
Mankato Ford, Inc.	equipment parts-Inspection & Street	\$122.03
Mankato Motor Co.	equipment parts-Park Dept.	\$34.37
Mantronics Mailing Systems, Inc.	service contract/postage machine & scale-Wtr & Swr	\$930.07
Metro Sales, Inc.	copier maint. - Mun. Bldg.	\$169.00
Menards - Mankato	supplies - Park & Water Dept.	\$58.09
Mill Supply, Inc.	equipment parts-Street Dept.	\$99.17
Miller Motors, Inc.	tires-Park Dept.	\$615.70
Minnesota Iron & Metal Co.	equipment parts-Street & Sanitation	\$1,336.36

CLAIMS CONTINUED

Minnesota Pipe & Equipment	equipment parts & supplies-Water Dept.	\$271.46
Minnesota Truck & Tractor, Inc.	equipment parts - Street Dept.	\$63.50
Minnesota UI Fund	3rd qtr. unemployment benefits - All Depts.	\$8,984.69
Minnesota Valley Testing Lab	water testing - Water Dept.	\$158.75
Minnesota Waste Processing Co.	processing fees - Sanitation	\$23,224.85
MTI Distributing, Inc.	equipment parts-Park Dept.	\$57.93
Mutch Northside Hardware	supplies-All Depts.	\$260.16
NAPA Auto Parts-Mankato	equipment parts-Sewer Dept.	\$54.94
Nicollet County	towing charge-Task Force	\$60.00
Nicollet County Auditor/Treasurer	professional service - 2011 Construction	\$8,853.98
North Central International	equipment parts - Police, Street & Caswell	\$1,646.48
Nuss Truck & Equipment	equipment parts-Street Dept.	\$87.36
OverDrive	downloadable ebooks & audiobooks - Library	\$1,299.22
Pet Expo Distributor	aquatic service-Library	\$30.00
Peterson, Ginger	travel expenses for training-Task Force	\$261.09
Plunkett's Pest Control	professional service-Street Dept.	\$100.50
Pohlman, Tim	advance for conference - Fire Dept.	\$100.00
Petty Cash, Clara Thorne	petty cash - Library, Comm. Dev. & Water Dept.	\$129.39
Retrofit Companies, Inc.	recycle light bulbs - Sanitation	\$289.61
River Bend Business Products	copier maint. - Police & Library	\$119.91
Select Account	October 2011 Participants Fee - unallocated	\$117.12
Seppmann, Jadd & Sons	portable restroom rental-Park Dept.	\$17.67
Southern Minnesota Construction	asphalt - Street Dept./stump disposal - Sanitation	\$1,295.30
Sports Institute	professional service-Comm Dev	\$900.00
Staples Advantage	office supplies - All Depts.	\$985.40
Streichers	gun, holster & ammo - Police	\$683.15
Thorne, Clara	mileage-Finance	\$169.11
Tire Associates	tire repairs-Street & Park Depts.	\$99.00
U.S. Engravers, Inc.	name plate - Finance Dept.	\$16.65
Uniforms Unlimited	badges-Police Dept.	\$101.51
United Rentals	supplies - Street Dept.	\$1,132.95
US Postal Service	postage - All Depts.	\$3,000.00
Valley National Gases	welding supplies - Shop	\$99.59
Vermeerseh, Pat	refund water bill credit	\$54.14
WW Blacktopping, Inc.	asphalt - Street, Water & Storm Water	\$4,107.20
WACO Scaffolding & Supply Co.	concrete joint sealer - Street Dept.	\$221.24
Wayne's Auto Body, Inc.	sandblast & paint - Street Dept.	\$2,329.80
Wells Fargo Corporate Trust Services	principal & interest-GO Port Authority Revenue Bond	\$81,862.50
Wells Fargo Bank, N.A.	paying agent fee GO Imp. Bond 2005D	\$400.00
Wenzel Auto Electric Co.	equip. parts & repair - Park Dept.	\$98.59

CLAIMS CONTINUED

Werner Electric Supply  
Zep Sales & Service

electrical supplies - Shop  
lubricant-Shop

\$172.29  
\$101.86

Total

\$311,504.56

CLAIMS CONTINUED

General	\$119,350.87
Library	\$6,491.83
Bookmobile	\$1,601.18
Community Development	\$1,648.76
Local Option Sales Tax	\$13,747.79
Parkland	\$20.99
Contingency	\$362.99
Port Authority	\$922.48
GO Improvement Bond of 2005	\$400.00
GO Port Authority Revenue Bonds of 1993A, 1994A 1998A	\$81,862.50
2011 Construction	\$11,476.86
Water	\$15,750.28
Sewer	\$8,904.50
Sanitary Collection	\$29,446.50
Storm Water	\$1,980.42
Public Access	\$1,763.15
Minnesota River Valley Drug Task Force	<u>\$15,773.46</u>
Total	<u>\$311,504.56</u>

PORT AUTHORITY INVOICES  
FOR REGULAR COUNCIL MEETING OF OCTOBER 17, 2011

Verizon Wireless	cell phone bill-Port Authority	\$54.48
Kennedy & Kennedy Law Office	legal service-Port Authority	\$868.00
Wells Fargo Corporate Trust Services	principal & interest-GO Port Authority Revenue Bond	<u>\$81,862.50</u>
Total		\$82,784.98

List of Port Authority Bills in the Amount of \$82,784.98

Council Meeting of October 17, 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 \$311,504.56

Council Meeting of October 17, 2011

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Mayor Mark Dehen

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Council Member Bill Schindle

---

Council Member Diane Norland

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Council Member William Steiner

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Council Member Robert Freyberg