

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. Some discussion was held on the length of the TIF and Administrator Sande

reported that redevelopment projects are authorized up to a 25-year pay back versus new development which is limited to nine years. Mayor Dehen stated this project is the bookend of the Central Business District and fulfills one of the components 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 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

Sept. 26, 2011

"Kater off" to our wonderful  
"little" library with She Big Heart!!

While having problems downloading  
audio books I brought my iPod and  
Nook in for help at North Market Taylor Lib.

The staff was knowledgeable, gracious  
and spent over two hrs. helping  
me set up. (I am not a techie person!!)

We are so fortunate to have this  
facility in N. Mkt. A special thanks to  
Luay Raway. She is the best! Maria Lee

Minutes  
of the  
NORTH MANKATO PLANNING COMMISSION MEETING  
North Mankato, Minnesota  
September 8, 2011

A regular meeting of the North Mankato Planning Commission was held at 7 p.m., September 8, 2011, in the Council Chambers of the Municipal Building.

Planning Commission Members present: Chair Dave Trask, Stephanie Stoffel, Mark Weinstein, Mike Smith, Rick Haman and Corey Brunton. Staff members present: Council Liaison Bill Schindle, City Attorney Michael Kennedy and City Planner Michael Fischer.

A motion was made by Commissioner Haman, seconded by Commissioner Weinstein, to approve the minutes of the June 9, 2011 regular meeting of the Planning Commission. Vote on the motion: all ayes, 0 nays; motion carried.

**Z-3-11, Request to Rezone Lot 1, Block 5, North Ridge Estates Phase XI from R-3 to B-2**

Planner Fischer presented a request from Greg Pavsek and Scott and Marsha Madigan 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. Scott Madigan spoke about his previous development and operation of Peter Pan Childcare in a residential district and indicated Lot 1, Block 5, North Ridge Estates Phase XI is his preferred location to develop a similar facility. Mr. Madigan indicated that his plans to develop the fitness center are not definite at this time. Bryan Paulsen and Nicole Schroeder from Paulsen Architects spoke about the proposed building construction and the layout of the property including landscaping and storm water detention. Cindy Hickok, 2283 Aspen Lane, Kari Pratt, 2306 Balsam Drive, Julie Roush, 2300 Aspen Lane, Bryan Pratt, 2306 Balsam Drive, Greg Anderson, 2294 Balsam Drive, Todd Landgraff, 2205 Aspen Lane and Matt Schindle, 2298 Balsam Drive, all spoke in opposition of the rezoning request. The residents in opposition stated their concerns for the project including traffic concerns, overcrowding of Pleasant View Park, detention pond is a safety hazard, future uses in a B-2 zoning district, bought property in area based on existing residential zoning and no neighborhood support for commercial development is wanted. Concerned residents also presented and summarized a signed petition in opposition of the zoning request. After discussion of the request by the Planning Commission, it was moved by Commissioner Haman, seconded by Commissioner Brunton, to deny Z-3-11. Vote on the motion: all ayes, 0 nays; motion carried.

There being no further business, it was moved by Commissioner Stoffel, seconded by Commissioner Haman, to adjourn. Vote on the motion: all ayes, 0 nays; motion carried. The meeting was adjourned at 7:35 p.m.

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Chairman

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Secretary

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #12A	Dept: Administration	Council Meeting Date: 10/3/11
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<b>TITLE OF ISSUE:</b> Request for Iceman 2012 Winter Softball Tournament at Caswell Park Fields 1-6 on Saturday, January 21, 2012
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<b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> The Miracle League of North Mankato would like to hold their 2nd Annual Iceman Softball Tournament at Caswell Park on January 21, 2012. They are requesting to use Fields 1-6 for the tournament. City staff would be responsible for snow removal in the west parking lot and on walking paths only. Busters Bar & Grill would be selling food and beverages at the event with all proceeds going to the Miracle League of North Mankato.
<i>If additional space is required, attach a separate sheet</i>

<b>REQUESTED COUNCIL ACTION:</b> Approve use of Caswell Park for tournament

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

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) _____		Tournament Request Form		
_____				
_____				
_____				

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

**CITY OF NORTH MANKATO  
TOURNAMENT DATE REQUEST FORM 2012**

Tournament Name: IceMan 2012

\*Tournament Date: 1/21/12 Estimated # of Teams: 20  
(\*Dates Correspond to 2011 Tournament Dates)

Fields Needed (please circle): Caswell (1)(2)(3)(4)(5)(6) SCC 1 2 3 4 5

Director Name: Miracle League of N. Mankato Phone #: 507-382-0724

Director's Address: P.O. Box 3361

Mankato, MN 56002

If payee is other than tournament director, please provide the following information:

Billing Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Billing Address: \_\_\_\_\_  
\_\_\_\_\_

Please provide the name and address to which concessions pro-rata share should be paid:

Payable Name: Busters Bar & Grill Phone #: 389-9058

Payable Address: 1325 Madison Ave.  
Mankato, MN 56001

Additional Instructions/Comments: snow removal in west parking lot and  
on walking paths

Trash receptacles will be emptied after field work is completed each day. It is the responsibility of the Tournament Director to have the area policed and all debris, trash and litter placed in receptacles or bagged or boxed and placed next to the receptacles. Failure to do so will result in additional clean-up fees.

I have enclosed the \$100 deposit to hold the above tournament dates. I understand that deposits paid will be forfeited if tournament is not held. The deposit paid will apply toward tournament fees if tournament is held.

Tournament Director's Signature: Sarah Janovsky

Date Signed: 9/20/11

For lodging information contact the City of North Mankato, (507) 625-4141.

Office Use Only:

Date Payment Received: \_\_\_\_\_ Receipt #: \_\_\_\_\_



# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #12B	Dept: Administration	Council Meeting Date: 10/3/11
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<b>TITLE OF ISSUE:</b> Res. Approving Contract Renewal Between the Sports Institute and City of North Mankato
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<b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> Attached you will find correspondence from Shane Bowyer, President of the Sports Institute. He is proposing a reduction in their contract amount from \$18,000 per year to \$14,400 per year, a decrease of 20% or \$3,600. I am recommending renewal of the contract for the period from September 1, 2011 to August 31, 2012 at the reduced rate. We have an excellent working relationship with the Sports Institute and I believe they will continue to be an asset in our efforts to develop and attract tournament business. The contract is budgeted in the Community Development Fund.
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*If additional space is required, attach a separate sheet*

<b>REQUESTED COUNCIL ACTION:</b> Adopt resolution
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<b>For Clerk's Use:</b>  Motion By: _____ Second By: _____  Vote Record: <table style="margin-left: 40px;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> </table>	Aye	Nay		_____	_____	Schindle	_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Dehen	_____	_____	Norland	<b>SUPPORTING DOCUMENTS ATTACHED</b>  <table style="width: 100%;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ Letter and Proposal _____ _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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RESOLUTION NO.

RESOLUTION APPROVING  
CONTRACT RENEWAL BETWEEN THE SPORTS INSTITUTE  
AND CITY OF NORTH MANKATO

WHEREAS, the City of North Mankato wishes to enter into an agreement with the Sports Institute to recruit large tournaments to Caswell Park, other small tournaments to fill the facility, recruit soccer tournaments and to develop a plan for field usage as well as other venues in the City;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, to approve the attached contract with the Sports Institute for a contract period of September 1, 2011 to August 31, 2012.

Adopted by the City Council this 3<sup>rd</sup> day of October 2011.

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Mayor

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City Clerk

September 26, 2011

Wendell Sande  
City Administrator  
City of North Mankato

**RE: Sports Institute Contract**

As you know, the economic situation in our country (and world-wide) has not been good. Which in turn comes back to our local government. I appreciate your hard work in representing the City of North Mankato and working to keep costs down for the citizens. I wish more communities would value fiscal responsibility as North Mankato does.

In light of the situation, I propose to offer a reduction of money on the independent contractor agreement between the City of North Mankato and Shane Bowyer of the Sports Institute. There are two main factors:

1. City budgets need to be reduced.
2. The soccer fields have not been built so recruitment of tournaments has been limited.

A reduction of \$3,600 is proposed, with hopes the City of North Mankato can utilized the money in other areas to advance promotion of facilities in the community or other needed areas. The duties of the contract will remain the same with no reduction of expected outcomes or duties outlined in the 2010-2011 contract.

If you have any questions please contact me at [shaneb@siathlete.com](mailto:shaneb@siathlete.com) or 507-380-9947.

Thank you,



Shane Bowyer  
President

## **Proposal**

### **City of North Mankato Caswell Park/other venues**

#### ***The Sports Institute proposes to:***

- Recruit large tournaments to Caswell Park for 2012 and beyond (bidding process)
  - Travel to key bidding locations (minimum of two main events)
- Recruit smaller tournaments to Caswell Park to fill facility
- Recruit soccer tournaments for future and develop a master plan for new field usage
- Work with MSU, Gustavus, Bethany and other colleges on hosting NCAA tournaments
- Develop other events around tournaments (pre-tournament camps, tryouts, etc.)
- Create a newsletter for the park (upcoming events, standings, tournament guides, etc.)
- Assist with maintenance of website for park (photos, events, recruiting information, link to youth associations, general information, etc.)
- Develop marketing material for Caswell Park and other events
- Work with City to create a master plan related to sports (new indoor facility, field usage, youth leagues)
- Provide interns as needed
- Work with Best Western and other key hotels to arrange tournament stays
- Work with local media to promote events to draw people (radio, newspaper, television, etc.)
- Main Staff: Shane Bowyer, Dean Bowyer, SI employees, interns
- Contract period: September 1, 2011 to August 31, 2012

#### ***Other: Future possibilities to explore***

- Explore partnerships: athletic trainers, trophies, concessions, advertising, key partnerships, etc.

#### ***Compensation as an independent contractor:*** \$1,200/month – 1-year contract \$14,400

Includes above and other direction from City of North Mankato

SI will cover costs of printing for newsletter and travel expenses

Does not include cost of printing for marketing materials or website domain name

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #12C	Dept: Administration	Council Meeting Date: 10/3/11																																															
<b>TITLE OF ISSUE: Schools and Conferences</b>																																																	
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> For items 1-3 we are requesting actual and necessary expenses for the listed employee to attend the schools and conferences listed. No out-of-state travel is involved.																																																	
<i>If additional space is required, attach a separate sheet</i>																																																	
<b>REQUESTED COUNCIL ACTION: Approve Actual and Necessary Expenses</b>																																																	
<b>For Clerk's Use:</b>  Motion By: _____ Second By: _____  Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> </table>	Aye	Nay		_____	_____	Schindle	_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Dehen	_____	_____	Norland	<b>SUPPORTING DOCUMENTS ATTACHED</b>  <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2" style="text-align: center;">Other (specify) _____</td> <td colspan="3" style="text-align: center;">Travel and Training Requests _____</td> </tr> <tr><td colspan="5" style="height: 20px;"></td></tr> <tr><td colspan="5" style="height: 20px;"></td></tr> <tr><td colspan="5" style="height: 20px;"></td></tr> </table>	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify) _____		Travel and Training Requests _____																	
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Date: 9/26/11

CITY OF NORTH MANKATO  
Training and Travel Request

Department: City Shop

Names: Cory Kanstrup and Gerald Olson

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

Number of Personnel Attending: 2

Event: Commercial Vehicle Inspection Recertification

Dates: December 6, 2011

Location: North Mankato, MN

Required Training for Certification/License: ☒ Yes ☐ No

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

Commercial Vehicle Inspection License

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

\_\_\_\_\_  
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# SOUTH CENTRAL COLLEGE

## COMMERCIAL VEHICLE INSPECTION RECERTIFICATION

(PLEASE FILL IN FORM COMPLETELY)

NAME: Cory Kanstrup Birth date: 12/31/73  
 HOME ADDRESS: 109 Fattler Lane HOME PHONE: (507) 387-4299  
 CITY, STATE, ZIP: Mankato, MN, 56001 MALE: ☒ FEMALE: ☐  
 \*CURRENT INSPECTION NUMBER: 940085 Company County: Nicollet  
 COMPANY NAME: City of North Mankato COMPANY PHONE: (507) 625-4574  
 CONTACT PERSON: Dale Seath  
 COMPANY ADDRESS: 1001 Belgrade Avenue P.O. Box 2055  
 CITY, STATE, ZIP: North Mankato, MN 56003  
 COMPANY E-MAIL ADDRESS: dseath@northmankato.com

Course Code Number	Date of Class	Title of Class	Time	Cost
HPs 6805 4 000852	December 6 <sup>th</sup>	Commercial Vehicle Recertification	8:00am	\$90.00

PLEASE NOTE: YOU HAVE 6-MONTHS AFTER YOUR EXPIRATION DATE TO BE RECERTIFIED. IF YOU GO BEYOND THE 6-MONTH DATE, YOU WILL BE REQUIRED TO TAKE THE CERTIFICATION EXAM. PLEASE CHECK YOUR EXPIRATION DATE.

### METHOD OF PAYMENT:

(Payable in Bookstore. For payment policies, please refer to our website at [cbi.southcentral.edu](http://cbi.southcentral.edu) Click on The Center, then Info & Policies)

☐ Check enclosed (Make payable to South Central College)

☐ Cash

For Online Registration with Credit Card Payment or Request for Company Billing (3<sup>rd</sup>-Party Pay), please go to <http://cbi.southcentral.edu/enroll>

SOUTH CENTRAL COLLEGE (Center for Business & Industry)  
 NORTH MANKATO CAMPUS  
 ATTN BOOKSTORE  
 PO BOX 1920  
 NO MANKATO MN 56002-1920

# SOUTH CENTRAL COLLEGE

## COMMERCIAL VEHICLE INSPECTION RECERTIFICATION

(PLEASE FILL IN FORM COMPLETELY)

NAME: Gerald A. Olson Birth date: 11/17/1961  
 HOME ADDRESS: 303 First Street SE HOME PHONE: (507) 642-3357  
 CITY, STATE, ZIP: Madelia, MN 56062 MALE: X FEMALE:      
 \*CURRENT INSPECTION NUMBER: 914180 Company County: Nicollet  
 COMPANY NAME: City of North Mankato COMPANY PHONE: (507) 625-4574  
 CONTACT PERSON: Dale Seath  
 COMPANY ADDRESS: 1001 Belgrade Avenue, P.O. Box 2055  
 CITY, STATE, ZIP: North Mankato, MN 56003  
 COMPANY E-MAIL ADDRESS: dseath@northmankato.com

Course Code Number	Date of Class	Title of Class	Time	Cost
HPS 6805 4 # 000852	December 6, 2011	Commercial Vehicle Recertification	8:00am	\$90.00

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 NORTH MANKATO CAMPUS  
 ATTN BOOKSTORE  
 PO BOX 1920  
 NO MANKATO MN 56002-1920





Date: 9/28/11

CITY OF NORTH MANKATO  
Training and Travel Request

Department: Building Inspections

Names: Bruce Royer, Building Official

Dave Knudson, Building Inspector

Number of Personnel Attending: 2

Event: Building Science: Renovations and Rehabilitation Seminar

Dates: November 7, 2011

Location: Best Western, North Mankato

Required Training for Certification/License: ☒ Yes ☐ No

What Certification/License is this training required for? Building Inspector Licenses

Description:

## Joe Lstiburek

Sponsored by the Southwest Chapter of ICC

### Building Science: Renovations and Rehabilitation

[://www.buildingscienceseminars.com/seminars/renovation-rehabilitation-2011.aspx](http://www.buildingscienceseminars.com/seminars/renovation-rehabilitation-2011.aspx)

Seminar materials downloadable from this site and are not included!

November 7, 2011, Best Western, Mankato

[://bestwesternminnesota.com/hotels/best-western-plus-hotel-and-restaurant](http://bestwesternminnesota.com/hotels/best-western-plus-hotel-and-restaurant)

DOLI approved for 3.0 CEU's continuing education

Southwest Chapter members \$ 65.00

Non members \$ 100.00

Limited space first paid first in! Registrations must be in by October 21.

Make checks payable to: Southwest Chapter of ICC

Send registration form and payment to:	City of Luverne % Dan Delgehausen, Building Official Box 659 Luverne, Mn. 56156
Name: <u>Dave Knudson</u>	
Jurisdiction: <u>City of North Mankato</u> Chapter Member: <input checked="" type="radio"/> Yes <input type="radio"/> No	
Registration fee paid: \$ <u>65.00</u> Date: _____	
e-mail: <u>dknudson@northmankato.com</u> confirmation will be e-mailed to you.	

## Joe Lstiburek

Sponsored by the Southwest Chapter of ICC

### Building Science: Renovations and Rehabilitation

[://www.buildingscienceseminars.com/seminars/renovation-rehabilitation-2011.aspx](http://www.buildingscienceseminars.com/seminars/renovation-rehabilitation-2011.aspx)

Seminar materials downloadable from this site and are not included!

November 7, 2011, Best Western, Mankato

[://bestwesternminnesota.com/hotels/best-western-plus-hotel-and-restaurant](http://bestwesternminnesota.com/hotels/best-western-plus-hotel-and-restaurant)

DOLI approved for 3.0 CEU's continuing education

Southwest Chapter members \$ 65.00

Non members \$ 100.00

Limited space first paid first in! Registrations must be in by October 21.

Make checks payable to: Southwest Chapter of ICC

Send registration form and payment to:	<b>City of Luverne</b> <b>% Dan Delgehausen, Building Official</b> <b>Box 659</b> <b>Luverne, Mn. 56156</b>
Name: <u>Bruce Royer</u>	
Jurisdiction: <u>City of North Mankato</u> Chapter Member: <input checked="" type="radio"/> Yes <input type="radio"/> No	
Registration fee paid: \$ <u>65.00</u> Date: _____	
e-mail: <u>heathera@northmankato.com</u> confirmation will be e-mailed to you.	



Date: 09/28/11

CITY OF NORTH MANKATO  
Training and Travel Request

Department: Police

Names: Jeremy Swenson

Number of Personnel Attending: 1

Event: Use of Force/Firearms Instructor Course

Dates: April 16-27<sup>th</sup>, 2012

Location: St. Paul Police Dept. 2621 Linwood Ave

Required Training for Certification/License: ☒ Yes ☐ No

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

P.O.S.T.

Description: officer Swenson will be taking  
Detective Greenough's spot as firearms instructor.  
(see attached course description)

## Use of Force FIREARMS ONLY Instructors Course

**Date:** April 16<sup>th</sup> - 27<sup>th</sup>, 2012

**Location:** St Paul Police Department - Outdoor Range  
2621 Linwood Avenue  
Maplewood, MN 55119

**Time:** 0700-1700

**Instructor:** Officer Jeff Whitbeck-SPPD, Range Officer  
Officer Derrick Herling-SPPD, Range Officer  
Officer Andy Shoemaker-SPPD, Range Officer

**Post:** 80

**Cost:** \$895.00

**Maximum:** 16 Students

The Saint Paul Police Professional Development Institute (PDI) is hosting a **2-week USE OF FORCE FIREARMS ONLY INSTRUCTOR COURSE**. The training will be conducted at the SPPD outdoor and indoor range facilities, and will cover instruction on pistol and rifle training, range use and safety procedures.

This course will instruct participants on adult learning principles, lesson plan development, public speaking, modern firearms handling techniques for the handgun and semi-automatic patrol carbine, and manipulation of both weapon systems. Participants will be instructed on loading / unloading, reloads, shooting positions, drawing and holstering, clearing malfunctions, flashlight and low light shooting, simunitions for pistol and rifle, and various training drills and qualifications for both weapon systems.

Participants will be expected to actively participate in the course, and will be required to deliver two presentations to the class. Participants will receive intensive instruction from experienced St. Paul Police instructors, and will be provided with samples of current SPPD training materials. Officers participating in this training will be expected to pass a final shooting qualification with handgun and rifle, and will be evaluated on the two class presentations.

This will be a very direct and hands-on course, and participants will receive instruction through lecture, coaching, dry fire and live fire exercises, and scenario training. Participants will need to bring 1000 rounds of handgun ammunition, 500 rounds of rifle ammunition, along with duty handgun and rifle / carbine.

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

CLAIM REPORT  
BILLS PAID AFTER THE COUNCIL MEETING OF SEPTEMBER 19, 2011  
END OF MONTH

69962	Void	Void	(\$606.66)
70037	Davidson, Dan	buy funds-Task Force	\$5,515.00
70038	Huckle Media	publishing-Attorney	\$760.39
70039	Affinity Plus Fed. Credit Union	employee payroll deductions	\$192.62
70040	Hy-Vee	items for concession stand-Caswell	\$395.59
70041	ICMA Retirement Trust-457	employee payroll deductions	\$6,678.85
70042	ICMA Retirement Trust-Roth IRA	employee payroll deductions	\$380.77
70043	Inside the Tape	death investigation training course-Police Dept.	\$125.00
70044	Law Enforcement Labor Service	employee payroll deductions	\$378.00
70045	MN Valley Fed Credit Union	employee payroll deductions	\$60.51
70046	NCPERS Minnesota-Unit 662400	employee payroll deductions	\$96.00
70047	Sprint	PCS connection card data plan-Police & Public Access	\$159.96
70048	Telrite Corporation	long distance phone bill-Mun Bldg	\$244.38
70049	United Way	employee payroll deductions	\$340.21
70050	Madison National Life Insurance	life insurance for October	\$608.74
70051	Madison National Life Insurance	voluntary life insurance for October	\$175.40
70052	G & H Ready Mix	concrete-Street	\$303.33
70053	Hickory Tech	telephone bill-All Depts.	\$466.69
70054	Reliance Standard Life	long term disability insurance for October	\$1,247.64
	Total		<u>\$17,522.42</u>

CLAIMS CONTINUED

General	\$10,361.91
Library	\$202.80
Community Development	\$112.60
2011 Construction	\$14.74
Water	\$346.69
Sewer	\$750.51
Sanitary Collection	\$29.34
Storm Water	\$12.34
Public Access	\$176.49
Minnesota River Valley Drug Task Force	<u>\$5,515.00</u>
Total	<u><u>\$17,522.42</u></u>

PORT AUTHORITY INVOICES  
BILLS PAID AFTER THE COUNCIL MEETING OF SEPTEMBER 19, 2011  
END OF MONTH

None to report



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

Council Meeting of October 3, 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 \$17,522.42

Council Meeting of October 3, 2011

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Mayor Mark Dehen

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Council Member Bill Schindle

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Council Member Diane Norland

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Council Member William Steiner

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Council Member Robert Freyberg

CLAIM REPORT  
FOR REGULAR COUNCIL MEETING OF OCTOBER 3, 2011

2-Way Radio of Minnesota, Inc.	production equipment-P/A Equipment Replacement	\$1,162.25
A+ Security, Inc.	monitoring of alarm system-Public Access	\$63.96
A to Z Rental Center	equipment rental-Street Dept.	\$253.94
Alex Air Apparatus, Inc.	gas monitors, fire wear hoods & supplies-Fire Dept.	\$2,787.00
Ameripride Linen & Apparel Service	mats, uniform & towel service-All Depts.	\$586.36
American Payment Centers	utility drop box rental-Sewer Dept.	\$93.00
Anderson, Bob	special program-Library	\$350.00
Audio Editions	audio books-Library	\$531.40
Baker & Taylor	books-Library & Bookmobile	\$96.76
Benco Electric Cooperative	electric bill-All Depts.	\$25,525.74
Blue Earth County Fire Chief's Assoc.	membership dues-Fire Dept.	\$120.00
Blue Earth County	telephone bill-Task Force	\$22.46
Bolton & Menk, Inc.	engineering fees-Local Option Sales Tax & 2011 Const	\$37,360.25
Bound Tree Medical	supplies-Police Dept.	\$199.72
Brown Traffic Products, Inc.	equipment parts-Traffic Signals	\$2,845.44
C & S Supply Co., Inc.	equipment parts & supplies-Park, Water & Sanitation	\$242.66
CenterPoint Energy	gas bill-All Depts.	\$756.31
City of Mankato	wastewater fee for October-Sewer	\$65,000.00
Clearwater Recreation	drinking fountain-Parkland	\$3,117.10
Computer Technology Solutions	production equipment-P/A Equipment Replacement	\$19.33
Crysteel Truck Equipment	equipment parts-Street Dept.	\$309.24
Employee Data Forms of MO	printed materials-Admin	\$66.75
Express Services, Inc.	temporary crossing guards-Police Dept.	\$496.47
Fischer & Hoehn Electric	repair outside lights-Public Access	\$219.11
Godfather's Pizza	pizza-Caswell	\$63.00
Grainger	equipment parts-Sewer Dept.	\$47.96
Great American Business Products	supplies-Park Dept.	\$861.00
GreenCare	lawn maintenance-Public Access	\$189.05
Hang Ups	supplies-Mun Bldg	\$173.35
Hansen Sanitation	refuse pickup-Sanitation	\$45,902.78
Hawkins, Inc.	chemicals-Water Dept.	\$2,549.53
Hoffman Construction Co.	Estimate #10 CSAH 41/Carlson Dr/Howard Dr Ext	\$557,428.21
Ingram Library Services	books-Library & Bookmobile	\$2,170.19
J M Promotions	supplies-Library	\$140.11
Jeane Thorne, Inc.	professional service-Task Force	\$525.00

# CLAIMS CONTINUED

Kemske Paper Co.	printed materials-Police Dept.	\$134.22
Key City Auto Parts	equipment parts-Inspection	\$483.18
LJP Enterprises, Inc.	trailer rental-Sanitation	\$600.00
LJP Enterprises of St. Peter	collapsible containers-Sanitation	\$2,128.52
Lawson Products, Inc.	supplies-Street Dept.	\$660.81
LDV, Inc.	equipment parts-Fire Dept.	\$86.62
Lloyd Lumber Co.	equipment parts, supplies & equipment rental-All Depts.	\$1,010.04
M & M Signs, Inc.	banners-Contingency	\$901.95
Mankato Bearing Co.	equipment parts-Street & Water Depts.	\$252.35
Mantronics Mailing Systems, Inc.	signature die for check signer-Finance	\$402.66
Minnesota Valley Testing Lab	sample testing-Sewer Dept.	\$234.00
MN Dept of Employment & Economic	Thin Film grant repayment-Port Authority Revolving Loan	\$1,931.22
Minnesota State University	work study student-Library	\$8.00
MRCI	wages for MRCI employees-Sanitation	\$8,954.75
Newman Traffic Signs	signs-Street Dept.	\$1,856.31
Nicollet County Auditor/Treasurer	salary-Task Force	\$14,812.88
Nicollet County	2nd half real estate taxes-Bldg, Parkland & Port Auth	\$4,060.00
North Central International	equipment parts-Fire, Street & Sewer Depts.	\$214.96
North Kato Supply	supplies-Shop	\$198.25
North Mankato Firemen's Relief Assoc.	state fire aid-Firemen's Relief	\$43,896.00
North Mankato Motor Vehicle Registrar	license tabs-Police Dept.	\$12.75
North Star Stone & Masonry	block to repair retaining wall-Street Dept.	\$315.28
OverDrive, Inc.	downloadable ebooks & audio books-Library	\$1,196.95
Peterson, Richard	mileage-Water Dept.	\$83.25
Petty Cash, Clara Thorne	petty cash items-All Depts.	\$47.48
PJ's Liquor	CBD grant-Local Option Sales Tax	\$829.00
Ramy Turf Products	supplies-Street & Local Option Sales Tax	\$297.12
Red Feather Paper Co.	supplies-Mun Bldg, Street & Library	\$272.32
River Bend Business Products	copier maintenance-Mun Bldg	\$373.94
Sande, Wendell	car allowance for October-Admin	\$400.00
Schwickert Tectra America	service heating units-Mun Bldg, Police & Public Access	\$4,315.25
Seppmann, Jadd & Sons	portable restroom rental-Park Dept.	\$75.74
Skarpohl Pressure Washer Sales	supplies-Street Dept.	\$90.25
Skillings, T. Oliver	CBD grant-Local Option Sales Tax	\$4,880.00
South Central College	Commercial Vehicle Recertification class-Shop	\$180.00
Southern Minnesota Construction	asphalt, demo & rock-Street, Park & Local Option Sales	\$5,355.05
Southwest Chapter of ICC	class registrations-Inspection	\$130.00
Survey Services	professional service-Port Authority	\$1,400.00
Texas Refinery Corp.	fuel additive & degreaser-All Depts.	\$2,485.47
Tyler Technologies	software maintenance-Water, Sewer & Sanitation	\$10,522.99

CLAIMS CONTINUED

Valley National Gases	supply-Shop	\$52.62
Viking Fire & Safety	service fire extinguisher-Police Dept.	\$25.13
Viking Electric Supply	electrical supplies-Bldg, Str Light & Local Option Sales	\$606.25
WW Blacktopping	Final estimate 2011 Street Improvements	\$12,139.18
WACO Scaffolding & Supply Co.	supply-Park Dept.	\$55.31
Your #1 Auto	equipment parts-Task Force	<u>\$405.90</u>
Total		<u><u>\$881,649.38</u></u>

## CLAIMS CONTINUED

General	\$40,831.79
Library	\$4,427.22
Bookmobile	\$209.14
Community Development	\$23.75
Local Option Sales Tax	\$12,694.18
Parkland	\$3,509.10
Contingency	\$5,781.95
Port Authority	\$1,406.99
Port Authority Revolving Loan Fund	\$1,931.22
2011 Construction	\$596,661.64
Port Authority Construction	\$3,618.00
Water	\$16,271.27
Sewer	\$70,353.75
Sanitary Collection	\$59,990.52
Storm Water	\$182.42
Firemen's Relief	\$43,896.00
Public Access	\$2,912.62
Public Access Equipment Replacement	\$1,181.58
Minnesota River Valley Drug Task Force	<u>\$15,766.24</u>
Total	<u><u>\$881,649.38</u></u>

PORT AUTHORITY INVOICES  
FOR REGULAR COUNCIL MEETING OF OCTOBER 3, 2011

MN Dept of Employment & Economic	Thin Film grant repayment-Port Authority Revolving Loan	\$1,931.22
Nicollet County	2nd half real estate taxes-Port Authority Const	\$3,618.00
Petty Cash, Clara Thorne	petty cash item-Port Authority	\$6.99
Survey Services	professional service-Port Authority	<u>\$1,400.00</u>
Total		<u><u>\$6,956.21</u></u>

List of Port Authority Bills in the Amount of \$6,956.21

Council Meeting of October 3, 2011

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List of Bills in the Amount of \$881,649.38

Council Meeting of October 3, 2011

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