

Pursuant to due call and notice thereof, a regular meeting of the North Mankato City Council was held in the Municipal Building Council Chambers on March 19, 2012. Mayor Dehen called the meeting to order at 7:00 p.m. asking that everyone join in the Pledge of Allegiance. The following were present for the meeting, Mayor Dehen, Council Members Norland, Freyberg and Steiner, City Administrator Sande, Finance Director Thorne, City Clerk Gehrke, Attorney Kennedy, Engineer Malm and Planner Fischer. Absent: Council Member Schindle.

Approval of Agenda

Council Member Norland moved, seconded by Council Member Freyberg, to approve the agenda with the addition of the resolution approving MnDOT Agreement No. 00671. Vote on the motion: Norland, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.

Approval of Minutes

Council Member Freyberg moved, seconded by Council Member Norland, to approve the minutes of the Council meeting of March 5, 2012. Vote on the motion: Norland, Freyberg and Dehen aye; Steiner abstained; no nays. Motion carried.

Correspondence – none.

Open the Meeting to the Public for the First Time

Rusty Fifield, Northland Securities, Inc., - Recommendation of Sale of \$1,820,000 General Obligation Crossover Refunding Bonds, Series 2012A

Rusty Fifield, Northland Securities, Inc., appeared before the Council and presented the results of the sale of bonds. He reported bids were taken at 10:30 a.m. today for the \$1,820,000 General Obligation Crossover Refunding Bonds, Series 2012A, to refund three outstanding bond issues, the Street Reconstruction Bonds of 2004A, the Capital Improvement Plan Bonds of 2004B and the General Obligation Improvement Bonds of 2005D. Prior to the sale of the bonds, Standard & Poor's Rating Services affirmed the City's AA credit rating. Mr. Fifield presented information reflecting the historic low interest rates for the past several months. Administrator Sande reported with the recent change in interest rates the savings would not be as great as expected but is still a savings of \$84,154.

Res. No. 18-12 Relating to \$1,820,000 General Obligation Crossover Refunding Bonds, Series 2012A

The following bids were received for the \$1,820,000 G.O. Crossover Refunding Bonds, Series 2012A:

Bidder	Net Interest Cost	True Interest Cost
UMB Bank N.A.	\$233,736.92	1.9999291%
Piper Jaffray	\$244,706.20	2.0778953%
FTN Capital Markets	\$250,268.10	2.1395292%
Viking-Sparks IBG, Limited Ptnership	\$254,714.32	2.1499873%
Robert W. Baird & Co., Inc.	\$253,969.73	2.1510172%

Council Member Freyberg moved, seconded by Council Member Steiner, to adopt Resolution No. 18-12 Relating to \$1,820,000 General Obligation Crossover Refunding Bonds, Series 2012A. Vote on the Resolution: Norland, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.

Res. No. 19-12 Approving Post-Issuance Compliance Procedure and Policy for Tax-Exempt Governmental Bonds

Administrator Sande presented a Post-Issuance Compliance Procedure and Policy for Tax-Exempt Governmental Bonds reporting this is a new requirement by the Internal Revenue Service to ensure proceeds from tax exempt bond issues are not used for private use. **Council Member Steiner moved, seconded by Council Member Freyberg, to adopt Resolution No. 19-12 Approving Post-Issuance Compliance Procedure and Policy for Tax-Exempt Governmental Bonds. Vote on the Resolution: Norland, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

Barb Church, 102 E. Wheeler Avenue

Barb Church, 102 E. Wheeler Avenue, appeared before the Council and outlined her concerns about the Marigold 2.5 Project and its impact on the homes in the 100 Block of Wheeler Avenue.

Denny Savick, 810 Belgrade Avenue

Denny Savick, 810 Belgrade Avenue, appeared before the Council and commended the Council for holding the property taxes down this year, expressed his appreciation of the Police Department under the direction of the new Police Chief, stated his support of the City purchasing 815 Park Avenue and asked when the refuse contract will be put out for bids.

Sharon Schaller, 241 Belgrade Avenue

Sharon Schaller, 241 Belgrade Avenue, appeared before the Council and stated she is looking forward to the re-opening of the convenience store on Belgrade Avenue and asked the hours for the car wash and asked that music not be played outside.

Phil Henry, 1300 Noretta Drive

Phil Henry, 1300 Noretta Drive, appeared before the Council to express his concern about the price received for the surplus police vehicle.

Consent Agenda

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

- A. Audio and Large Group Permit for Golden Heart 5K Fun Run, Benson Park, Saturday, May 19, 2012 from 7 a.m. to 1 p.m.
- B. Parade Permit for Golden Heart 5K Fun Run, Benson Park, Saturday, May 19, 2012, from 7 a.m. to 1 p.m.
- C. Resolution No. 20-12 Approving Donations/Contributions.

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

Staff Reports

Minutes of March 8, 2012 Planning Commission Meeting

The Council accepted the minutes of the March 8, 2012 Planning Commission meeting.

CU-1-12, Conditional Use Permit to Construct a Distribution Substation and Transmission Line

Planner Fischer presented a request from Great River Energy and Benco Electric to construct an electrical substation and 1.1 miles of overhead transmission line to meet the growing electrical demand and improve service and reliability of electrical facilities in North Mankato. He reported an

Environmental Assessment was completed with no concerns noted by the State or federal agencies. The applicants have obtained the necessary easements from the property owners. The Planning Commission has reviewed this request and recommends approval of CU-1-12 subject to the following conditions: 1) Applicant to restore land within the easement areas after construction of the transmission lines; and 2) Transmission poles shall be made of galvanized steel. **Council Member Steiner moved, seconded by Council Member Norland, to approve CU-1-12 subject to the two conditions recommended by the Planning Commission. Vote on the motion: Norland, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

CU-2-12, Conditional Use Permit Request to Operate a Convenience Store at 238 Belgrade Avenue

Planner Fischer presented a conditional use permit request from Staples & Roozen, LLC, to operate a convenience store at 238 Belgrade Avenue. He reported the applicant has recently purchased the former Happy Dan's Convenience Store on Belgrade Avenue and is in the process of remodeling the building for re-use as a convenience store. Ed Roozen appeared before the Council and reported that no outside music is played at any of their stores. He also noted that the drying apparatus for the car wash will be inside and noise should not be an issue. Mr. Roozen reported Staples & Roozen are excited to be in North Mankato. The Planning Commission reviewed this request and recommended approval of CU-2-12 subject to the following conditions: 1) All signage including the use of temporary signs shall conform to the City Sign Code, 2) All garbage shall be stored in an enclosed area, 3) Alley access shall be maintained at all times, and 4) Car wash hours of operation shall occur between 5 a.m. and 11 p.m. **Council Member Freyberg moved, seconded by Council Member Steiner, to approve CU-2-12 subject to the four conditions recommended by the Planning Commission. Vote on the motion: Norland, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

2011 Year-End Planning and Zoning Report

Planner Fischer presented the End-of-Year Planning and Zoning Report for 2011. The report summarized the actions taken on variances, conditional use permits, platting/replatting and zoning during the calendar year. Two variance requests were received and approved; one conditional use permit was requested and granted; three zoning requests were made and two zoning requests were granted to zone land which was annexed into the City limits and one request was denied to rezone property from residential to commercial; and there were four platting requests received. One of the requests was approved to rearrange lot lines within an existing subdivision, two were approved to plat land which was annexed into the City limits and one request was granted to correct a previously approved plat. Planner Fischer reported in 2011 a total of 1,750 building permits were issued having a dollar value of \$35,839,836 which is a record year.

Set Public Hearing for 7 p.m. on Monday, April 2, 2012, to Approve 2012 Community Development Block Grant Program (CDBG) Action Plan

Planner Fischer reported that as a Department of Housing and Urban Development (HUD) Entitlement Community, the City was required to submit to HUD a 2010-2014 Consolidated Plan which is used as a guideline as to how the City will utilize Community Development Block Grant (CDBG) funds. He reported it is necessary to set a public hearing to consider the 2012 Action Plan for the use of HUD entitlement funds. **Council Member Freyberg moved, seconded by Council Member Steiner, to set a public hearing for 7 p.m. on Monday, April 2, 2012 to approve the 2012 Community Development Block Grant Program (CDBG) Action Plan. Vote on the motion: Norland, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**
City Administrator

Res. No. 21-12 Declaring Surplus Vehicles

Administrator Sande presented a resolution listing a 2009 Ford Crown Victoria police vehicle, 1983 GMC one-ton flatbed utility truck and 1996 Ford Bronco as surplus. He reported an agreement has been reached to sell the 2009 Ford Crown Victoria to South Central College for \$3,000 for use as the vehicle in their public safety training class. Administrator Sande reported this price is representative of what would have been offered by the taxi companies typically for our used public safety vehicles. The necessary action is for the Council to declare the vehicles surplus and authorize the sale of said vehicles. In response to a question from Council Member Freyberg, Administrator Sande reported the resolution should have been brought before the Council prior to the sale of the 2009 Ford Crown Victoria. **Council Member Norland moved, seconded by Council Member Steiner, to adopt Resolution 21-12 Declaring Surplus Vehicles. Vote on the Resolution: Norland, Freyberg, Steiner 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. Incident Command System EOC/Interface, St. Paul, April 16, for Police Chief.
2. Principles of Emergency Management/Planning, New Brighton, April 17, for Police Chief.

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

Res. No. 22-12 Approving Minnesota Department of Transportation Agreement No. 00671

Administrator Sande presented Minnesota Department of Transportation Agreement No. 00671 to provide for payment by the City to the State of the City's share of the costs for the T.H. 14/CSAH 41 interchange project. He reported Schedule I of the Agreement recaps the anticipated cost participation by the City. The City will receive credit for the monies expended acquiring the right-of-way for the project. **Council Member Steiner moved, seconded by Council Member Norland to adopt Resolution No. 22-12 Approving Minnesota Department of Transportation Agreement No. 00671. Vote on Resolution: Norland, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

City Clerk**Res. No. 23-12 Establishing Precincts and Polling Places**

City Clerk Gehrke presented the proposed precinct boundaries and polling locations which were necessary to reestablish within 60 days of the completion of the legislative redistricting or by April 3, 2012. Seven precincts are proposed with Precinct 7 being in the growth area of the City and the precinct that will be in a separate Commissioner District. Precincts 1-3 will be in one full Commissioner District and Precincts 4-6 in another full Commissioner District. Clerk Gehrke reported that approval has been granted from each proposed polling place to hold elections at these locations. All proposed polling places comply with Minnesota Statute. **Council Member Norland moved, seconded by Council Member Steiner, to adopt Resolution No. 23-12 Establishing Precincts and Polling Places. Vote on the Resolution: Norland, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

Report from Council Members

Council Member Freyberg

Council Member Freyberg asked about the purchase of the model airplane listed on the claims report. Administrator Sande reported the Civic & Commerce Association donated funds for two airplanes to be given away at the Model Air Show to be held June 8-9, 2012. Council Member Freyberg requested a joint Council/Port Authority Commission meeting within the next 30-60 days to discuss the Marigold 2.5 Project. It was suggested the meeting be scheduled for a Monday in April from 7-9 p.m. Council Member Freyberg referenced the City of Stockton, California which filed bankruptcy and currently has a crime rate of 17 percent.

Council Member Norland

Council Member Norland asked the Mayor to forward the minutes from the latest Intergovernmental meeting.

Report from Mayor

Proclamation Declaring March 27, 2012 to be “American Diabetes Association Alert Day” in North Mankato

The Mayor read the proclamation declaring March 27, 2012 to be “American Diabetes Association Alert Day” in North Mankato.

The Mayor reported a Mayors’ bike ride will be held at 5 p.m. on May 16, 2012 beginning at the Flying Penguin.

The Mayor reported on Saturday, March 17, 2012, the North Mankato American Legion held an event for the families who have lost loved ones in combat.

The Mayor noted an article in the Monday, March 19th *Free Press* featured the new LJP Enterprise facility and the expansion of Lindsay Window and Door.

The Mayor reported the next “Coffee with the Council” will be held from 10-11 a.m. on Saturday, April 14, 2012 at Culvers.

Open the Meeting to the Public for the Second Time

Brian Mechler, 303 Belgrade Avenue

Brian Mechler, 303 Belgrade Avenue, appeared before the Council asking if 3-tab shingles meet the State Building Code, if the City owned 315 Range Street and about the City ArtWalk sculptures.

Bills and Appropriations

Council Member Steiner moved, seconded by Council Member Norland, to approve all bills and appropriations in the amount of \$393,497.52. Vote on the motion: Norland, Freyberg, Steiner and Dehen; aye; no nays. Motion carried.

There being no further business, the meeting was adjourned at 8:17 p.m. on a motion by Council Member Steiner, seconded by Council Member Norland. Vote on the motion: Norland, Freyberg, Steiner and Dehen; aye; no nays. Motion carried.

Mayor

City Clerk



WWW.CITYARTMANKATO.COM

March 26, 2012

Mayor Mark Dehen and
Members of the North Mankato City Council
City of North Mankato Offices
1001 Belgrade Ave.
North Mankato, MN 56003

Dear Mayor Dehen and Members of the North Mankato City Council,

On behalf of the CityArt Committee we want to thank the City of North Mankato for your continued generosity and support of the CityArt Walking Sculpture Tour. Projects of this scale and magnitude do not happen without the assistance and cooperation of our government and business leaders working together and we want to thank you for your contribution in helping to bring this exciting public art initiative to our community.

As you know, in its inaugural year, CityArt was a tremendous success with thousands of visitors participating in the tour. CityArt drew people of all ages to our City Center – fulfilling one of primary goals of the program - to encourage more trade and traffic in the City Centers.

The CityArt Committee is also proud to have achieved another goal of the program – to promote and realize sales of the sculptures - resulting in the placement of more permanent public art in our community. We are pleased to report that 6 of the twenty-five sculptures in the 2011 tour have been sold, with 4 of them remaining in public places where the entire community will be able to enjoy them. We especially want to thank the North Mankato City Council for your support of the purchase of the beautiful "Spirit of Energy" sculpture by renowned artist Karen Crain, by the North Mankato Port Authority. Your City's commitment to provide quality, permanent public art for our citizens is admired and appreciated.

The kickoff of CityArt 2012 is right around the corner with installation taking place on May 19th. This year's tour will be even bigger and better with thirty-four sculptures on display. In addition, several of these pieces are large-scale art pieces, which will enhance the impact that public art has on our community. We look forward to seeing you at the artist's reception on May 19th as we celebrate the kick-off to the 2012 tour.

Thank you again for your continued support of the CityArt Walking Sculpture Tour program.

Sincerely,

Tami Paulsen
CityArt Committee Chairperson

Noelle Lawton
CityArt Coordinator

CityArt Walking Sculpture Tour is presented by: **L&N ANDREAS FOUNDATION**



This activity is made possible by a grant provided by the Prairie Lakes Regional Arts Council from the Minnesota Arts and Cultural Heritage Fund as appropriated by the Minnesota State Legislature with money from the vote of the people of Minnesota on November 4, 2008.

Underwritten by:



CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 8	Department: Community Dev.	Council Meeting Date: 04/2/12
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TITLE OF ISSUE: Public Hearing, 7 p.m. - Consider Approval of the 2012 Community Development Block Grant (CDBG) Action Plan

BACKGROUND AND SUPPLEMENTAL INFORMATION:

Attached is a 2012-2013 Action Plan for the use of our annual Community Development Block Grant (CDBG) funds. Within the Plan, staff is proposing two projects for your consideration.

1. Financial assistance to move existing home at 238 Nicollet Avenue to 202 Christensen Street including rehabilitation.
2. Financial assistance for rehabilitation of second story rental units within the 200 and 300 blocks of Belgrade Avenue.

The total commitment we could make to one of these projects is \$95,000.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve the Action Plan

For Clerk's Use:

Motion By: _____

Second By: _____

Vote Record:

Aye

Nay

		Schindle
		Freyberg
		Steiner
		Norland
		Dehen

SUPPORTING DOCUMENTS ATTACHED

Resolution Ordinance Contract Minutes Map

☐
☐
☐
☐
☐

Other (specify) _____

Notice of Hearing, CDBG Action Plan

☐ Workshop

☒ Regular Meeting

☐ Special Meeting

☐

Refer to: _____

☐

Table until: _____

☐

Other: _____

NOTICE OF PUBLIC HEARING TO APPROVE 2012 COMMUNITY DEVELOPMENT
BLOCK GRANT PROGRAM (CDBG) ACTION PLAN
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 2nd day of April, 2012, to hold a public hearing to approve 2012 Community Development Block Grant Program (CDBG) Action Plan.

Such persons as desire to be heard with reference to this issue should appear at this meeting.

Dated this 20th day of March 2012.

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

AFFIDAVIT OF PUBLICATION

State of Minnesota, ss.

County of Blue Earth

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

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

(B) The printed _____ Notice _____

March 20, 2012
**NOTICE OF PUBLIC HEARING
TO APPROVE 2012 COMMUNITY
DEVELOPMENT BLOCK
GRANT PROGRAM (CDBG)
ACTION PLAN**
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 2nd day of April, 2012, to hold a public hearing to approve 2012 Community Development Block Grant Program (CDBG) Action Plan. Such persons as desire to be heard with reference to this issue should appear at this meeting.
Dated this 20th day of March 2012.
Nancy Gehrke, CMC
City Clerk
City of North Mankato, Minnesota

which is attached was cut from the columns of said newspaper, and was printed and published once each week, for ¹_____ successive weeks; it was first published on _____ Tuesday _____, the ²⁰_____ day of _____ March _____, 20¹², and was thereafter printed and published on every _____ Tuesday _____ to _____ Tuesday _____, the ²⁰_____ day of _____ March _____, 20¹²; and printed below is a copy of the lower case alphabet from A to Z, both inclusive, which is hereby acknowledged as being the size and kind of type used in the composition and publication of the notice.

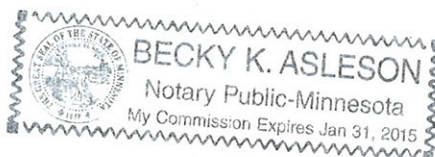
abcdefghijklmnopqrstuvwxyz

By: _____

Publisher

Subscribed and sworn to before me on this ²⁰_____ day of _____ March _____, 20¹².

Notary Public



City of North Mankato



Community Development Block Grant Program Action Plan 2012-2013

*Submitted to the Department of Housing and Urban Development (HUD)
May 7th, 2012*

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Community Development Block Grant (CDBG) Program

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Funding Sources CDBG Final Statement

July 1, 2012 – June 30, 2013
City of North Mankato

2012 CDBG Allocation	\$58,591
Program Income:	\$222,530

I. Executive Summary

The City of North Mankato's 2012 Action Plan is in the third year investment plan of the 2010-2014 Consolidated Plan. The Five-Year Consolidated Plan outlines community development issues, partnerships and strategies to meet the needs of its citizens, principally those having low or moderate incomes.

The 2012 Action Plan outlines how the City plans to use CDBG resources in compliance with HUD regulations.

The City of North Mankato will utilize Community Development Block Grant (CDBG) funds to achieve goals identified in the Consolidated Plan. During the development of the consolidated plan the City of North Mankato conducted extensive community research, analyzed community input, and used these to assess community needs through specific objectives, strategies, and goals. Based on these findings, the City will utilize entitlement funds to address these community needs.

The City of North Mankato has two potential objectives for the FY 2012 Action Plan. While the City will implement one of the proposed projects, all available funding for the program year will be utilized.

In this Action Plan, the City has created performance measures to ensure that the goals are achieved for this program year, as well as for the five-year plan, and that the funds are utilized properly. The planned activities would be primarily conducted in the Central Business District and will benefit low- and moderate-income persons.

In its first year of receiving CDBG Entitlement Funds, in the FY 2010 program year, one grant was allocated to provide homeownership assistance. In the FY 2011 program year, funds were used to acquire a vacant lot and to acquire a residential dwelling for demolition.

II. Citizen Participation

Citizen participation and consultation with local organizations is an important aspect in developing effective community plans. The Action Plan, as well as all other CDBG documents, follows the Citizen Participation Plan which lays out in detail the efforts to incorporate and broaden citizen participation.

As part of the 2012-2013 Action Plan, on March 20, 2012 the City published the Notice of Public Hearing for a public hearing to be held on April 2, 2012. After the public hearing, a thirty (30) day comment period was available. Copies of the 2012 Action Plan were available at the North Mankato Municipal Building and the North Mankato Taylor Library.

III. Resources

The HUD Federal Resources available for projects and programs identified in the 2012 Action Plan is \$58,591. An additional \$46,714 of unused CDBG funds originally allocated in 2010 and 2011 will be used in 2012 as well. Specifically, in the 2010 and 2011 Action Plans, funding in the amount of \$46,714 was allocated for the demolition or rehabilitation of a commercial business addressed as 238 Belgrade Avenue. Due to the fact that the new owner of 238 Belgrade Avenue has declined the funds, these funds will be used within 2012. The reallocation of program funds from 2010 and 2011 for utilization in 2012 will be an amendment within the 2012 Action Plan. Additionally, the City does have program income in the amount of \$222,530 from previously funded State or Federal projects.

The City has no involvement in Section 108 loan guarantees, surplus funds from any other activities, grants returned to the line of credit, or income from float-funded activities. The City also does not expect to receive any state, federal or local resources to implement the plan. The City does not receive any Section 8, Low-Income Housing Tax Credits, or McKinney-Vento Homeless Assistance Act funds.

IV. Annual Objectives

Goals and objectives to be carried out during the action plan period are indicated by placing a check in the following boxes.

<input checked="" type="checkbox"/>	Objective Category: Decent Housing	<input checked="" type="checkbox"/>	Objective Category: Expanded Economic Opportunities	<input type="checkbox"/>	Objective Category: Expanded Economic Opportunities
	Which Includes:		Which Includes:		Which Includes:
<input type="checkbox"/>	assisting homeless persons obtain affordable housing	<input checked="" type="checkbox"/>	improving the safety and livability of neighborhoods	<input type="checkbox"/>	job creation and retention
<input type="checkbox"/>	assisting persons at risk of becoming homeless	<input checked="" type="checkbox"/>	eliminating blighting influences and the deterioration of property and facilities	<input type="checkbox"/>	establishment, stabilization and expansion of small business (including micro-businesses)
<input checked="" type="checkbox"/>	retaining the affordable housing stock	<input type="checkbox"/>	increasing the access to quality public and private facilities	<input type="checkbox"/>	the provision of public services concerned with employment
<input type="checkbox"/>	increasing the availability of affordable permanent housing in standard condition to low-income and moderate-income families, particularly to members of disadvantaged minorities without discrimination on the basis of race, color, religion, sex, national origin, familial status, or disability	<input type="checkbox"/>	reducing the isolation of income groups within areas through spatial deconcentration of housing opportunities for lower income persons and the revitalization of deteriorating neighborhoods	<input type="checkbox"/>	the provision of jobs to low-income persons living in areas affected by those programs and activities under programs covered by the plan
<input type="checkbox"/>	increasing the supply of supportive housing which includes structural features and services to enable persons with special needs (including persons with HIV/ADOS) to live in dignity and independence	<input type="checkbox"/>	restoring and preserving properties of special historic, architectural, or aesthetic value	<input type="checkbox"/>	availability of mortgage financing for low income persons at reasonable rates using non-discriminatory lending practices
<input type="checkbox"/>	providing affordable housing that is accessible to job opportunities	<input type="checkbox"/>	conserving energy resources and use of renewable energy sources	<input type="checkbox"/>	access to capital and credit for development activities that promote the long-term economic social viability of the community

Table 3A
Summary of Specific Annual Objectives

Obj #	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Actual Number	Outcome/Objective*
	Rental Housing Objectives					
2A-2	Move & Rehabilitate 238 Nicollet Avenue	CDBG	Housing Units	1	1	DH-3
2A-4	CBD Rental Rehabilitation	CDBG	Housing Units	15	15	DH-3
	Owner Housing Objectives					
	Homeless Objectives					
	Special Needs Objectives					
	Community Development Objectives					
	Infrastructure Objectives					
	Public Facilities Objectives					
	Public Services Objectives					
	Economic Development Objectives					
	Other Objectives					

***Outcome/Objective Codes**

	Availability/Accessibility	Affordability	Sustainability
Decent Housing	DH-1	DH-2	DH-3
Suitable Living Environment	SL-1	SL-2	SL-3
Economic Opportunity	EO-1	EO-2	EO-3

V. Description of Activities

The following are the Consolidated Plan Projects as proposed in the 2012-2013 program year with CDBG funding.

Rental Housing Rehabilitation

- Provide financial assistance to rehabilitate existing second story rental units within the 200 Block of Belgrade Avenue within the Central Business District.
- Provide financial assistance to move and rehabilitate an existing rental home addressed as 238 Nicollet Avenue to another lot previously acquired using CDBG funds which is zoned residential.

The major obstacle to meeting underserved needs is the lack of funding. The City of North Mankato's community needs are greater than the projected funds available through the CDBG as well as other state, local, and private sources. The goals and activities for the CDBG program should be able to be completed based upon the projected available funds.

Table 3C illustrates the activities the City will use its entitlement funds for. The table lists the activities and provides a description, the objective, the outcome, and amount of funding for each project. This provides an effective way for the community to review the projects and understand what the objectives and benefits are. In each project description there includes outcome measures for each activity.

Table 3C Consolidated Plan Listing of Projects

Applicant's Name: North Mankato, MN

Priority Need: Housing Rehabilitation

Project Title: 238 Nicollet Avenue

Project Description:

CDBG funds will be used to relocate and rehabilitate a rental dwelling addressed as 238 Nicollet Avenue. The project involves moving the dwelling out of the Central Business District onto a lot zoned for residential purposes. Rehabilitation improvements would include, but not limited to a new foundation, plumbing, electric, windows, siding, garage and driveway. Funds would also be used for the dwelling relocation.

Objective category: ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity

Outcome category: ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location: 238 Nicollet Avenue

Specific Objective Number 2A-2	Project Id N/A	Funding Sources: CDBG.....\$95,000 ESG HOME HOPWA Total Formula Prior Years Funding Assisted Housing PHA Other Funding Total.....\$95,000
HUD Matrix Code 14A	CDBG Citation 570.202 (a)(1)	
Type of Recipient LMI	CDBG National Objective LMH 570.208	
Start Date 8/01/2012	Completion Date 11/01/2012	
Performance Indicator Housing	Annual Units 1	
Local ID N/A	Units Upon Completion 1	

The primary purpose of this project is to help: ☐ The Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Applicant's Name: North Mankato, MN

Priority Need: Housing Rehabilitation

Project Title: Rental Rehabilitation – 200/300 Blocks of Belgrade Avenue

Project Description:

CDBG funds will be used to provide matching grants to rehabilitate second story rental units in the 200 and 300 Blocks of Belgrade Avenue in the Central Business District. Eligible rehabilitation activities would include, but not limited to plumbing, electrical, structural, HVAC, flooring, doors, windows and other building code compliance activities.

Objective category: ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity

Outcome category: ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location:

Specific Objective Number 2A-4	Project Id	Funding Sources:
HUD Matrix Code 14B	CDBG Citation 570.202(a)(1)	CDBG.....\$95,000
Type of Recipient LMI	CDBG National Objective LMI 570.208	ESG
Start Date 8/01/2012	Completion Date 6/30/2013	HOME
Performance Indicator Housing	Annual Units 15	HOPWA
Local ID	Units Upon Completion 15	Total Formula
		Prior Years Funding
		Assisted Housing
		PHA
		Other Funding
		Total.....\$95,000

The primary purpose of this project is to help: ☐ The Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Applicant's Name: North Mankato, MN

Priority Need: Program Administration

Project Title: Program Administration

Project Description:

For FY 2012, \$6,000 will be used for the overall program administration for planned CDBG activities.

Objective category: ☐ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity

Outcome category: ☐ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location: Citywide

Specific Objective Number	Project Id	Funding Sources:
HUD Matrix Code 21-A	CDBG Citation 570.206(a)(1)	CDBG\$6,000 ESG
Type of Recipient Municipal Corporation	CDBG National Objective	HOME HOPWA
Start Date 07/01/2012	Completion Date 06/30/2013	Total Formula Prior Years Funding
Performance Indicator	Annual Units	Assisted Housing PHA
Local ID	Units Upon Completion	Other Funding Total: \$6,000

The primary purpose of this project is to help: ☐ The Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Applicant's Name: North Mankato, MN

Priority Need: Economic Development

Project Title: Economic Development

Project Description:

On an as-needed basis, be in a position to use program income generated from past CDBG funds to provide financial assistance to existing and future commercial/industrial development projects.

Objective category: ☐ Suitable Living Environment ☐ Decent Housing ☒ Economic Opportunity

Outcome category: ☐ Availability/Accessibility ☐ Affordability ☒ Sustainability

Location:

Specific Objective Number EO-2	Project Id	Funding Sources: CDBG.....\$222,530 ESG HOME HOPWA Total Formula Prior Years Funding Assisted Housing PHA Other Funding Total.....\$222,530
HUD Matrix Code 18A	CDBG Citation Section 105	
Type of Recipient Municipal Corporation	CDBG National Objective	
Start Date 7/01/2012	Completion Date 6/30/2013	
Performance Indicator Housing	Annual Units	
Local ID	Units Upon Completion	

The primary purpose of this project is to help: ☐ The Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

VI. Geographic Distribution/Allocation Priorities

Should the City choose to implement the rental rehabilitation program, funding would be limited to existing second level rental units within the Central Business District.

The potential project involving the rental dwelling relocation will be specific to 2 sites. The dwelling would be moved from the Central Business District to a vacant lot in a residential zoning district.

VII. Annual Affordable Housing Goals

The proposed rental rehabilitation objectives will provide financial incentive for rental properties owners to make physical improvements to their rental units. As required, tenants within the rental units will need to be LMI persons.

Table 3B
Annual Housing Completion Goals

Grantee Name: City of North Mankato Program Year: FY 2012	Expected Annual Number of Units To Be Completed	Actual Annual Number of Units Completed	Resources used during the period			
			CDBG	HOME	ESG	HOPWA
BENEFICIARY GOALS (Sec. 215 Only)						
Homeless households	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-homeless households	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special needs households	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Sec. 215 Beneficiaries*			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RENTAL GOALS (Sec. 215 Only)						
Acquisition of existing units	0		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units	0		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units	15		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	0		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Rental			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HOME OWNER GOALS (Sec. 215 Only)						
Acquisition of existing units	0		<input type="checkbox"/>	<input type="checkbox"/>		
Production of new units	0		<input type="checkbox"/>	<input type="checkbox"/>		
Rehabilitation of existing units	0		<input type="checkbox"/>	<input type="checkbox"/>		

Homebuyer Assistance	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Sec. 215 Affordable Owner	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
COMBINED RENTAL AND OWNER GOALS (Sec. 215 Only)						
Acquisition of existing units	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Production of new units	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rehabilitation of existing units	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Homebuyer Assistance	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Combined Total Sec. 215 Goals*	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
OVERALL HOUSING GOALS (Sec. 215 + Other Affordable Housing)						
Annual Rental Housing Goal	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Annual Owner Housing Goal	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Overall Housing Goal	15		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

VIII. Barriers to Affordable Housing

The City of North Mankato does its best to create housing policies which do not negatively affect the development of privately funded affordable housing. Policies which can affect the affordability of housing include taxes, fees, utilities, land use and zoning, and building codes.

As mentioned in the Consolidated Plan, the City of North Mankato has experienced very little if any negative effects that policies can have on affordable housing. The City attempts to create flexibility under its zoning and land use controls to minimize negative effects and promote affordable housing.

During FY 2011, down payment assistance grants/deferred loans were made available which combats some of the upfront costs of homeownership which are a major barrier.

IX. Public Housing

The FY 2012 Action Plan does not include public housing activities at this time. This is based upon the funding available and the identified need. No public housing will be created through the 5 years of this plan either. Once again, this is largely due to the lack of funding available.

X. Homeless and Special Needs

The FY 2012 Action Plan does not include homeless and/or special needs activities at this time. This is based upon the funding available and the identified need. The identified need is such that no action is necessary. As indicated in the Strategic Plan Table 1A and 1B, there are no identified homeless persons within the City and the special needs priorities are low.

XI. Other Actions

In the next year, the City will try to address the obstacles to meeting underserved needs. The two obstacles are the lack of funds and available data. The City will research other funding sources in order to compliment the CDBG funds. The City will work with local area service providers as well and other outside organizations in attempts to enhance coordination, citizen participation, and create a better database for future plans and projects. The City will also coordinate its housing strategy with local and regional transportation planning strategies to ensure adequate transportation services will be available for the residents of affordable housing projects.

In an attempt to increase awareness of fair housing issues, the City will continue to distribute and make available various types of literature at public buildings free-of-charge. Additionally, the City will partner with the City of Mankato to provide a one-day fair housing training opportunity for interested persons during 2012.

XII. Monitoring

As stated in the Consolidated Plan, recipients of Community Development Block Grant (CDBG) funds will be required to complete an agreement with the City of North Mankato. This agreement outlines the amount of funding received, the guidelines and timeliness requirements necessary for use of the funds, and the process for review and monitoring. Each payment request will be reviewed individually as the recipient submits for payment.

The Community Development and Finance Departments of the City of North Mankato are responsible for monitoring all recipients of CDBG funding. For recipients receiving over \$25,000 of CDBG funding, a year-end independent audit is required. Other monitoring includes annual record keeping, program income, fair housing standards, labor standards, and ensuring HUD's National objectives are met (benefiting low- and moderate-income persons, aiding the prevention or elimination of slums and blight, or meeting community development needs having particular urgency because existing conditions pose a serious and immediate threat). When applicable, the City will conduct on-site inspections during the program year for any third-party development. For public improvement projects, the City will monitor bonding,

insurance, and related requirements. All projects will be evaluated with the City's Consolidated Plan to ensure compliance with the goals and strategies identified. Each contract will allow for on-site inspections to ensure long-term regulations and housing codes are being met.

The City of North Mankato will have an annual independent audit completed as required by HUD. There will be an annual public hearing reviewing activities and accomplishments from the previous year (CAPER).

**APPLICATION FOR
FEDERAL ASSISTANCE**

1. TYPE OF SUBMISSION: Application Construction Non-Construction		2. DATE SUBMITTED May 7, 2012	Applicant Identifier	
Pre-application Construction Non-Construction		3. DATE RECEIVED BY STATE	State Application identifier	
		4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier	
5. APPLICATION INFORMATION				
Legal Name: City of North Mankato		Organizational Unit: Department: Community Development Department		
Organizational DUNS: 057156549		Division: N/A		
Address: Street: 1001 Belgrade Ave P.O. Box 2055		Name and telephone number of person to be contacted on matters involving this application (give area Code)		
City: North Mankato		Prefix: Mr.	First Name: Wendell	
County: Nicollet County		Middle Name:		
State: Minnesota		Last Name: Sande		
Zip Code: 56002	Suffix:			
Country: USA		Email: wsande@northmankato.com		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 41 -- 6005423		Phone Number (give area code) 507-625-4141		Fax Number (give area code) 507-625-4151
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See Back of form for description of letters.) Other (specify)		7. Type of Applicant: (See back of form for Application Types) C - Municipal Other (specify)		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 14 -- 218 TITLE (Name of Program): Community Development Block Grant (CDBG)		9. Name of Federal Agency: HUD		
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): City of North Mankato		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Rental rehabilitation -- 238 Nicollet Avenue Rental rehabilitation -- 200/300 Blocks of Belgrade Avenue		
13. PROPOSED PROJECT Start Date: 7/01/12		14. CONGRESSIONAL DISTRICTS OF: a. Applicant 1		
Ending Date: 6/30/2013		b. Project 1		
15. ESTIMATED FUNDING: \$58,591		16. IS THE APPLICANT SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?		
a. Federal	\$58,591	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE: b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372 <input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
b. Applicant	\$			
c. State	\$			
d. Local	\$			
e. Other	\$			
f. Program Income	\$222,530	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?		
g. TOTAL	\$281,121	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENTATION HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.				
a. Authorized Representative				
Prefix Mr.	First Name Wendell	Middle Name		
Last Name Sande			Suffix	
b. Title City Administrator		c. Telephone Number (give area code) 507-625-4141		
d. Signature of Authorized Representative		e. Date Signed		

THESE ARE DRAFT MINUTES AND NOT YET APPROVED BY THE BOARD

OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS OF THE
COUNTY OF NICOLLET
March 27, 2012

The Nicollet County Board of Commissioners met in special session on Tuesday, March 27, 2012 at 9:00 a.m. with Chair Dr. Bruce Beatty presiding. Commissioners David Haack, Marie Dranttel, James Stenson, and Jack Kolars were present. Also present were County Attorney Michelle Zehnder Fischer, Administrator Robert Podhradsky, Auditor-Treasurer Bridgette Kennedy, and Recording Secretary Margo Brown.

Upon a motion by Commissioner Stenson and seconded by Kolars, it was moved to approve the minutes of the February 28, 2012 Board meeting. The motion carried unanimously.

At this time, Paul Biederman, Nicollet County Sheriff's Deputy, appeared before the Board, along with the County's 7 year old K-9 'officer' Draeco. Mr. Biederman provided information on what he and Draeco have done in the past year and noted some of the conferences/trainings that they have attended. He also did a demonstration, having Draeco find a previously hidden small stash of drugs in the County Board Room.

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

List bills

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

Jamie Haefner, Human Resources Director, addressed the Board to provide information about several replacement hirings.

Probation Director Rich Molitor has filled several vacant positions: Lydia Fall has been selected as a temporary probation agent to fill the leave of Ashley Johnson. She will begin her position on April 2, 2012 at a salary of \$18.10 per hour.

Elizabeth (Liz) Kotewa has been hired as Administrative Assistant to replace Barb Kley. Mr. Kotewa begins her duties on March 27, 2012 at a salary of \$13.91 per hour, which represents pay step 3 of pay grade 10.

Facilities Maintenance Director Doug Krueger has hired Teddy Ferguson to replace Isaac Weston as a Building and Grounds Worker 1. Mr. Ferguson will begin employment on April 9, 2012 at a salary of \$10.92 per hour, which represents pay step 2 of pay grade 7.

Human Resources Director Haefner requested that the Board consider an end of probation request from County Attorney Michelle Zehnder Fischer. On behalf of the County Attorney, Ms. Haefner is requesting that Ms. Kezia Killion be granted regular status as a Nicollet County employee effective March 30, 2012. Upon a motion by Commissioner Stenson and seconded by Beatty, it was moved to accept the recommendation of the Human Resources Director for the County Attorney and approve the end of probation for

Assistant County Attorney Kezia Killion and declare that she is a regular Nicollet County employee effective March 30, 2012. The motion carried unanimously.

Human Resources Director Jamie Haefner also requested that the Board consider approval of a recommendation from the Compensation Committee regarding the hiring of a consultant to proceed with the study of the Nicollet County Pay System. The Committee has recommended hiring Fox Lawson to complete the project. There were a number of questions regarding the cost of the study, and how the proposed company will determine the job classifications, as well as the pay scale. Ms. Haefner noted that, if approved, the planning for this project with Fox Lawson will begin next week, with a proposed completion date some time in August. There were additional comments regarding the current Nicollet County [Hay] system, what other counties/cities are doing with their pay systems/scales, and other aspects of selecting this particular company. Upon a motion by Commissioner Stenson and seconded by Haack, it was moved to accept the recommendation of the Compensation Committee and authorize the hiring of Fox Lawson to complete the Compensation Study for all Nicollet County positions as presented. On a roll call vote, all Commissioners voted yes and the motion carried unanimously. Ms. Haefner thanked the committee members for the time and effort they have put into serving and contributing to the Compensation Committee.

Environmental Services Deputy Zoning Administrator Rob Redding appeared before the Board to provide information and request approval of several conditional use permits. Upon a motion by Commissioner Stenson and seconded by Kolars, it was moved to accept the Planning and Zoning Advisory Commission's March 19, 2012 report, recommendations, and findings as submitted therein, which includes the following conditional use permit:

Gary & Tim Kohn
Richard Guemmer

Permit No. C-4, 5, 6-12

Courtland Township

The motion carried unanimously.

Mr. Redding provided detailed information to the Board regarding the request of Mr. Bruce Platz and there were a number of questions from the Board regarding this proposed construction. Upon a motion by Commissioner Stenson and seconded by Dranttel, it was moved to accept the Planning and Zoning Advisory Commission's March 19, 2012 report, recommendations, and findings as submitted therein, which includes the following conditional use permit:

Bruce Platz

Permit No. C-07-12

Lafayette Township

On a roll call vote, all Commissioners voted yes and the motion carried unanimously.

There was brief discussion regarding dog kennels and issues surrounding this matter. Further information will be forthcoming from Environmental Services on behalf of the Planning & Zoning Advisory Committee in the near future.

Nathan Crane, Regional Extension Director, appeared before the Board to provide an update on Extension activities. Kathy Herberg, County 4-H Program Coordinator, was also present at the Board meeting. She has noted that she has resigned, effective April 2, 2012 to take another position and stated that she has enjoyed the years she has worked for Nicollet County. Mr. Crane requested that the Board approve his request to refill the 4-H Program Coordinator position. Upon a motion by Commissioner Kolars and seconded by Beatty, it was moved to authorize the County Extension Office to proceed with the hiring

process to replace Kathy Herberg in her position as County 4-H Program Coordinator. The motion carried unanimously.

County Administrator Podhradsky, along with Veteran's Service Officer Charles Dempewolf, presented a request for Mr. Dempewolf to attend a Deployment Demobilization Event in Mississippi in April. Mr. Dempewolf provided additional information to the Board in response to questions about the event. Upon a motion by Commissioner Stenson and seconded by Kolars, it was moved to authorize out of state travel for Veteran's Service Officer Charles Dempewolf to attend a Deployment Demobilization Event in Mississippi in April at no cost to Nicollet County other than Mr. Dempewolf's salary. The motion carried unanimously.

County Administrator Robert Podhradsky addressed the Board to request their consideration of a resolution accepting and acknowledging his upcoming retirement, effective July 31, 2012. Upon a motion by Commissioner Stenson and seconded by Kolars, it was moved to adopt the resolution acknowledging and accepting the resignation of Robert Podhradsky, Nicollet County Administrator, effective July 31, 2012. On a roll call vote, all Commissioners voted yes and the motion carried unanimously.

WHEREAS, Robert E. Podhradsky has been employed with Nicollet County since September 1, 1990 first as County Coordinator and later as County Administrator, and

WHEREAS, Mr. Podhradsky announced his plans to retire from the Office of the Administrator effective Tuesday, July 31, 2012 at 5:00 p.m.

NOW, THEREFORE, BE IT RESOLVED that the Nicollet County Board of Commissioners does hereby acknowledge and accept the retirement of Nicollet County Administrator Robert E. Podhradsky, effective Tuesday, July 31, 2012 at 5:00 p.m.

Chair Beatty closed the meeting at this time to discuss an attorney-client privilege issue relating to litigation. Following discussion, Chair Beatty reopened the meeting to the public. Sheriff Lange provided information about a settlement agreement between a former inmate and the Law Enforcement Center and requested the Board's approval of that agreement. Upon a motion by Commissioner Kolars and seconded by Dranttel, it was moved to accept the recommendation of the County Sheriff and accept a settlement agreement, as well as authorizing appropriate signatures on the document. On a roll call vote, all Commissioners voted yes and the motion carried unanimously.

At this time, the Board discussed with County Sheriff David Lange, the ARMER project and associated funding. Sheriff Lange had previously provided information to the Board regarding equipment for area fire departments, cities, etc. and the funding match associated with this, as well as equipment for the Law Enforcement Center. Upon a motion by Commissioner Stenson and seconded by Beatty, it was moved to authorize County funding for matching funds (\$63,814) for a grant for the five fire departments in the County for the initial purchase/upgrade of their equipment/radios in regard to the ARMER project. On a roll call vote, all Commissioners voted yes and the motion carried unanimously.

Sheriff Lange noted that the total for the remaining project equipment would be \$536,096 with some of the expenses as follows:

St. Peter Police Department for a total of \$69,500

Rivers Edge Hospital for a total of \$35,000

Gustavus Adolphus College for a total of \$63,500 (which will be reimbursed)

Sheriff's Office remaining equipment at a total of \$42,000

Public Works for a total of \$88,800

City of North Mankato at a total of \$64,500

There was discussion of the reimbursement plan for Gustavus and a 3-year plan was proposed. There were questions about the public works radios – specifically mobile verses portable. Public Works Director Seth Greenwood was present and provided information about the radio request, noting that he feels there is an advantage to having a radio mounted in the equipment rather than a portable hand held radio. Mr. Greenwood also noted that he is confident that the mounted mobiles are more reasonably priced. There was discussion on how these purchases will be funded, noting that the Capital Improvement Plan Committee will be meeting later this week and will discuss this funding, along with other expenses. Upon a motion by Commissioner Kolars and seconded by Haack, it was moved to authorize the purchase of mobile and portable radios as per the plan provided by County Sheriff Lange for a total amount of \$599,596, noting that Gustavus needs to be made aware that, in addition to reimbursing their costs, there may be additional costs included due to bonding, possible interest costs, etc. On a roll call vote, all Commissioners voted yes and the motion carried unanimously.

County Auditor-Treasurer Bridgette Kennedy provided the Board with an update on the issue of redistricting. Upon a motion by Commissioner Stenson and seconded by Kolars, it was moved to authorize Auditor-Treasurer Kennedy to hold a public hearing on April 10 at 10:30 to discuss the re-districting and schedule time at the April 24th meeting to consider approval of the final plan. The motion carried unanimously.

Auditor-Treasurer Kennedy requested that the Board consider the cancellation of several warrants. Upon a motion by Commissioner Stenson and seconded by Dranttel, it was moved to accept the recommendation of the Auditor-Treasurer and cancel the following warrants as presented:

1440333	7/15/10	\$588.00	Revenue Fund
145838	12/14/10	\$ 21.37	Revenue Fund
146910	2/24/10	\$ 99.00	Revenue Fund
146972	3/10/11	\$ 21.37	Revenue Fund

The motion carried unanimously.

Auditor-Treasurer Kennedy also requested that the Board approve an application for exempt permit. Upon a motion by Commissioner Beatty and seconded by Kolars, it was moved to accept the recommendation of the Auditor-Treasurer and approve the application for an exempt permit from the Habitat for Humanity to conduct a raffle at the North Links Golf Course on July 20, 2012. The motion carried unanimously.

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

- No report

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

- No report

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

Commissioner Jack Kolars

- No report

Commissioner James Stenson

- Attended the Agricultural Committee meeting at AMC
- Discussed an upcoming safety/security seminar – May 1st in Stillwater.

Commissioner David Haack

- No report

Commissioner Marie Dranttel

- No report

Upon a motion by Commissioner Kolars and seconded by Beatty, it was moved to authorize Commissioner Stenson and any other interested staff to attend the Courthouse safety/security training in Stillwater on May 1st. The motion carried unanimously.

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

Upon a motion by Commissioner Stenson and seconded by Beatty, it was moved to adjourn the meeting at 11:30 a.m. The motion carried unanimously.

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 43 -2012 SHELTER: SLP #1 FEE: 80.00

TYPE OF EVENT: Birthday Party DATE VALID: 6-2-12 HOURS: 5:00-10:00 pm

ORGANIZATION: Kellen 100th B-day SIZE: 100

APPLICANT NAME: Joan Kellen

ADDRESS: 52946 Deerwood Trl CITY: North Mankato

ZIP: 56003 DAYTIME PHONE #: 351-7302

TENTS: ELECTRICITY: Yes ALCOHOL: Beer & wine

Small If keg beer, a \$250 deposit and \$25 fee are required.
AUDIO DEVICES: Band 8:00-10:00
Amplified music or band requires Council approval

OTHER:

PERMIT APPROVED:

DATE: 3-23-12

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: Joan Kellen 3/23/2012
Applicant Date

For Office Use Only	Receipt # <u>100548</u>	Book	Park	Police
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RESOLUTION NO.

RESOLUTION DECLARING COSTS TO BE ASSESSED
FOR MUNICIPAL CHARGES

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

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

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

Type: 18203
Parcel No.: 18.531.0100
Legal: Lot 10, Block 1, Fairview Addition
Address: 514 Grant Avenue

Owner: Secretary of Housing & Urban Development
Washington, D.C.

Mowing and Trimming on 8/18/11 - \$75.00

Adopted by the City Council this 2nd day of April 2012.

Mayor

ATTEST:

City Clerk

City of North Mankato
 Delinquent Invoice
 Certification to Assessment Roll for One Year at 7%

Exhibit A

Location	Description	Owner	PID	Legal Description	Amount
514 Grant Avenue	Mowing & trimming on 8/18/11	Secretary of Housing & Urban Development of Washington DC	18.531.0100	Lot 10 Block 1 Fairview Addition	75.00
					<u>75.00</u>

RESOLUTION NO.

RESOLUTION APPROVING DONATIONS/CONTRIBUTIONS

WHEREAS, the Minn. Stat. 465.03 and 465.04 allows the governing body of any city, county, school district or town to accept gifts for the benefit of its citizens in accordance with terms prescribed by the donor;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the following donations/contributions are approved as follows:

Donor of Gift	Restriction on Gift	Amount
Jo Marie Robbins	Library-Audio books	\$50.00

Adopted by the City Council this 2nd day of April 2012.

Mayor

City Clerk

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 45 -2012 SHELTER: SLP #1 FEE: ~~80.00~~ NC
TYPE OF EVENT: Annual Heart Walk DATE VALID: 8-18-12 HOURS: 6:00am-12:00pm
Walk begins @ 8:30
ORGANIZATION: American Heart Asso SIZE: 300-400
APPLICANT NAME: Eric Stommes
ADDRESS: 4701 W. 77th St. CITY: Mpls.
ZIP: 55435 DAYTIME PHONE #: 320-260-1223

TENTS: Yes ELECTRICITY: Yes ALCOHOL: NO

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

AUDIO DEVICES: DT Radio Mankato

Amplified music or band requires Council approval 1/2 hr. before walk start

Some music + announcing

OTHER: _____

PERMIT APPROVED: _____ DATE: 3-29-12

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: _____

Applicant

3-29-2012
Date



CITY OF NORTH MANKATO
APPLICATION FOR PARADE PERMIT

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

Applicant Information

Name:	<u>ERIC Stommes</u>		
Address:	<u>4701 W. 77th St</u>		
City:	<u>Minneapolis</u>	State:	<u>MN</u> Zip: <u>55435</u>
Telephone:	<u>320-260-1223</u>		
Sponsoring Organization:	<u>American Heart Association</u>		
Address:	<u>Same</u>		
City:	_____	State:	_____ Zip: _____
Telephone:	_____		
Occasion for Parade:	<u>American Heart Association</u>		
Date of Parade:	<u>August 18th 2012</u>	Estimated Length of Parade:	<u>400</u>
Estimated Starting Time:	<u>8am</u>	Estimated Finish Time:	<u>11am</u>
General Composition of Parade:	<u>walkers</u>		

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

[Signature]
Applicant

3-29-2012
Date

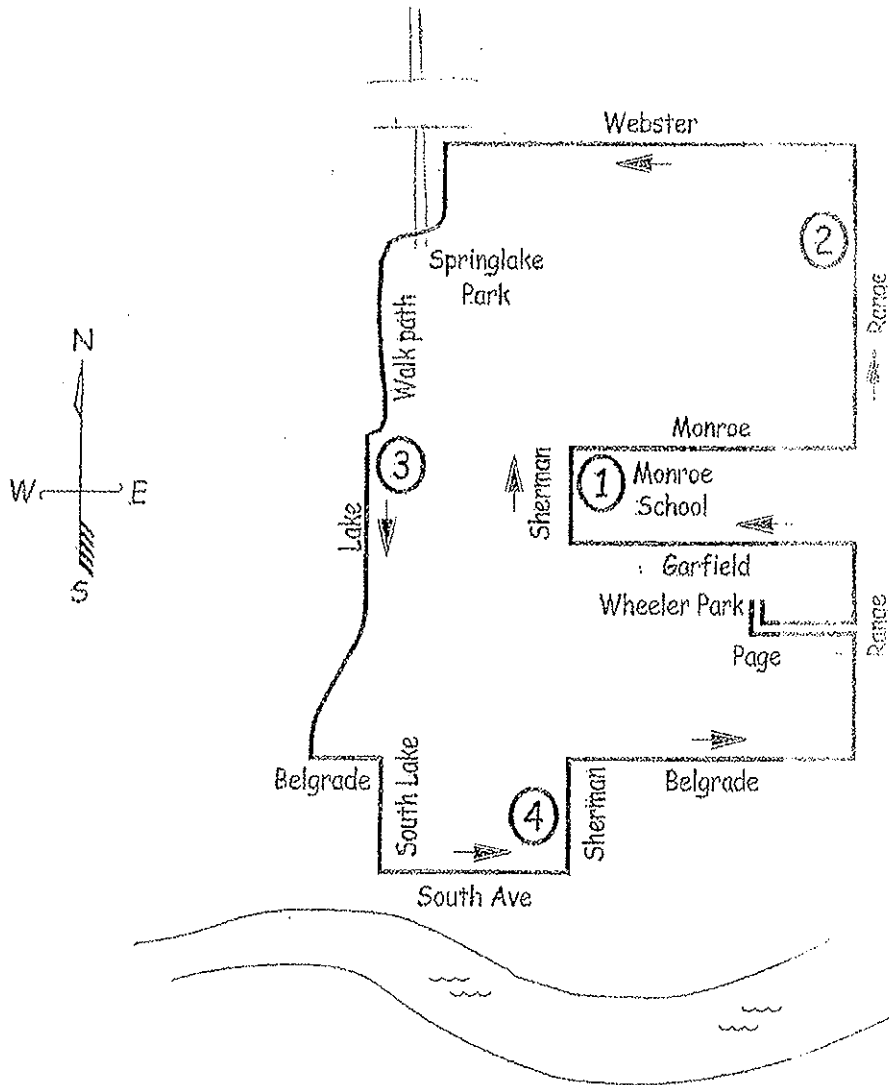
Pursuant to Section 70.21 of the North Mankato City Code, I hereby authorize a parade permit for the applicant organization. This permit shall be valid only under the conditions recommended by the City of North Mankato and only for the date and time indicated.

[Signature] #701
Chief of Police

03-29-12
Date

COMMENTS/ADDITIONAL STIPULATIONS:

American Heart Association Walk begins and ends at Spring Lake Park Shelter No. 2.



CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 13A	Department: Admin.	Council Meeting Date: 04/2/12																																											
TITLE OF ISSUE: Res. Advancing Municipal State Aid Street Funds																																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: Enclosed please find a resolution requesting advance of Municipal State Aid Street Funds in the amount of \$270,914.94. The request is for reimbursement of engineering costs incurred on the Carlson/Howard/CSAH 41 project. The City Engineer has apportioned the engineering costs to the City and County shares of the project. This request relates to costs attributable to the City share of the project. The County will reimburse us for the share attributed to them.																																													
<i>If additional space is required, attach a separate sheet</i>																																													
REQUESTED COUNCIL ACTION: Adopt resolution																																													
For Clerk's Use: Motion By: _____ Second By: _____ <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">Vote Record:</td> <td style="width: 10%; text-align: center;">Aye</td> <td style="width: 10%; text-align: center;">Nay</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Vote Record:	Aye	Nay			_____	_____	Schindle		_____	_____	Freyberg		_____	_____	Steiner		_____	_____	Norland		_____	_____	Dehen	<table style="width: 100%; border: none;"> <tr> <th colspan="5" style="text-align: center; padding-bottom: 5px;">SUPPORTING DOCUMENTS ATTACHED</th> </tr> <tr> <td style="width: 20%; text-align: center;">Resolution</td> <td style="width: 20%; text-align: center;">Ordinance</td> <td style="width: 20%; text-align: center;">Contract</td> <td style="width: 20%; text-align: center;">Minutes</td> <td style="width: 20%; text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="5" style="padding-top: 5px;"> Other (specify) _____ _____ _____ _____ _____ </td> </tr> </table>	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) _____ _____ _____ _____ _____				
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SALT 512(4/04)

MUNICIPAL
STATE AID STREET FUNDS ADVANCE RESOLUTION

WHEREAS, the Municipality of North Mankato is planning to implement Municipal State Aid Street Project(s) in 2012 which will require State Aid funds in excess of those available in its State Aid Construction Account, and

WHEREAS, said municipality is prepared to proceed with the construction of said project(s) through the use of an advance from the Municipal State Aid Street Fund to supplement the available funds in their State Aid Construction Account, and

WHEREAS, the advance is based on the following determination of estimated expenditures:

Account Balance as of date <u>2/20/12</u>	\$ <u>76,068.03</u>
Less estimated disbursements:	
Project # <u>150-020-005</u>	\$ <u>156,584.63</u>
Project # _____	\$ _____
Project # _____	\$ _____
Project # _____	\$ _____
Bond Principle (if any)	\$ <u>176,000.00</u>
Project Finals (overruns-if any)	\$ <u>14,398.34</u>
Other _____	\$ _____
Total Estimated Disbursements	\$ <u>346,982.97</u>
Advance Amount (amount in excess of acct balance)	\$ <u>270,914.94</u>

WHEREAS, repayment of the funds so advanced will be made in accordance with the provisions of Minnesota Statutes 162.14, Subd. 6 and Minnesota Rules, Chapter 8820.1500, Subp. 10b, and

WHEREAS, the Municipality acknowledges advance funds are released on a first-come-first-serve basis and this resolution does not guarantee the availability of funds.

NOW, THEREFORE, Be It Resolved: That the Commissioner of Transportation be and is hereby requested to approve this advance for financing approved Municipal State Aid Street Project(s) of the Municipality of North Mankato in an amount up to \$616,617.94. I hereby authorize repayments from subsequent accruals to the Municipal State Aid Street Construction Account of said Municipality in accordance with the schedule herein indicated: (initial one)

☒ Repayment from entire future year allocations until fully repaid.
☐ Repayment in _____ equal annual installments
☐ Repayment from future year allocations in amounts listed below until fully repaid (maximum 5 year repayment).

\$ _____ CY _____	\$ _____ CY _____	\$ _____ CY _____
\$ _____ CY _____	\$ _____ CY _____	

I HEREBY CERTIFY that the above is a true and correct copy of a resolution presented to and adopted by the Municipality of North Mankato, County of Nicollet, State of Minnesota, at a duly authorized Municipal Council Meeting held in the Municipality of North Mankato, Minnesota on the _____ day of _____, 20____, as disclosed by the records of said Municipality on file and of record in the office.

Municipality of _____

Municipal Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 13B	Department: Admin.	Council Meeting Date: 04/2/12																																	
TITLE OF ISSUE: Schools and Conferences																																			
BACKGROUND AND SUPPLEMENTAL INFORMATION: For items 1-2 we are requesting actual and necessary expenses for the listed employees to attend the schools and conferences listed. No out-of-state travel is involved.																																			
<i>If additional space is required, attach a separate sheet</i>																																			
REQUESTED COUNCIL ACTION: Approve actual and necessary expenses																																			
For Clerk's Use: Motion By: _____ Second By: _____ <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Vote Record:</td> <td style="width: 10%; text-align: center;">Aye</td> <td style="width: 10%; text-align: center;">Nay</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Vote Record:	Aye	Nay			_____	_____	Schindle		_____	_____	Freyberg		_____	_____	Steiner		_____	_____	Norland		_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; text-align: center;"> <tr> <td>Resolution</td> <td>Ordinance</td> <td>Contract</td> <td>Minutes</td> <td>Map</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> Other (specify) _____ _____ _____ _____ </div> <div style="width: 50%;"> Travel & Training Requests _____ _____ _____ </div> </div>	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Date: 3/26/12

CITY OF NORTH MANKATO
Training and Travel Request

Department: Street

Names: Brad Swanson

Number of Personnel Attending: 1

Event: Minnesota Roadway Maintenance Training & Demo Day

Dates: April 10, 2012

Location: St. Paul, MN

Required Training for Certification/License: Yes x No

What Certification/License is this training required for?

Description:

Learn about the latest practices, innovations, and research related to Minnesota's roadway maintenance operations.

Minnesota Roadway Maintenance Training and Demo Day



April 10, 2012

Continuing Education and Conference Center
University of Minnesota, St. Paul campus
(Formerly the Spring Maintenance Training Expo,
St. Cloud, Minnesota)

Sponsored by:

- Minnesota LTAP Center for Transportation Studies,
University of Minnesota
- Minnesota Local Road Research Board (LRRB)
- Minnesota Department of Transportation
- Federal Highway Administration

In Partnership with:

- Minnesota Public Works Association
- Minnesota Street Superintendent Association

Facilitated by:

- College of Continuing Education,
University of Minnesota



UNIVERSITY OF MINNESOTA

Driven to Discover

CENTER FOR TRANSPORTATION STUDIES

MINNESOTA LTAP

2012 Minnesota Roadway Maintenance Training and Demo Day

April 10, 2012

Continuing Education and Conference Center
University of Minnesota, St. Paul campus

Introduction

This new one-day event will continue to focus on spring and summer roadway maintenance issues for maintenance operators and supervisors. Classroom educational sessions and demonstrations outdoors will be the focus for participants. Session content will include topics on the latest practices, training, and technologies in Minnesota maintenance operations.

Program • Tuesday, April 10, 2012

7:00 a.m. Registration and Continental Breakfast

8:00 Welcome and Opening Remarks

Jim Grothaus, Director, MN LTAP,
University of Minnesota

General Session

8:15-8:45 Commercial Driver's License (CDL)

Rules, Regulations, and Exemptions for Government CDL Drivers

If you live in Minnesota and drive a Class A, B, or C commercial vehicle, you must have a Minnesota Commercial Driver License (CDL). This session will cover requirements for government CDL drivers. What rules are government drivers subject to? What rules are they exempt from? Do violations in your personal vehicle affect your CDL?

Roads Scholar Ceremony

OPERA (Operational Research Assistance) Project Acknowledgments

9:00-9:30 Public Employees Retirement Association (PERA)

A PERA representative will provide information on how retirement benefits are calculated, benefit options, and talk about recent legislative updates.

9:30 Break, Exhibits, and Networking

Program • continued

Classroom sessions (all participants will have an opportunity to attend each educational session)

Demos will be held rain, snow, or shine; so, please dress appropriately for the weather

10:00-10:45, 11:00-11:45 and 12:30-1:15

- **Tree Maintenance**—Learn how drought affects trees; hear an update on the Emerald Ash Borer and the Bur Oak Blight. Effective pruning techniques and wild parsnip and poison ivy identification will also be covered.
- **Pavement**—This education session will cover proper rehabilitation techniques for flexible pavement. Crack sealing, pothole repair, and patching methods will be discussed and new methods for repairs will be outlined.
- **Load Securement**—Learn about the importance of properly securing your cargo, safety regulations, and general securement requirements.

3:15 Adjourn

11:45-12:30 p.m. Lunch—Dining Room

1:15 Break, Exhibits, and Networking

Registration and Fees

A \$125 registration fee includes attendance at concurrent and general sessions, instructional materials, lunch, and refreshment breaks. Please mail or fax your registration form by **March 29, 2012**. A refund of the registration fee, minus a \$30 cancellation fee, will be issued if written cancellation is received by **March 29, 2012**. No refunds will be issued after this date.

Parking

Complimentary parking is available adjacent to the conference center, lot S104, or in the fairgrounds lot across the street.

Exhibits

We will not have a large equipment display as we have had in the past for the Spring Expo. However, there will be up to 25 indoor vendors showcasing their services and products indoors throughout the day.

Location and Accommodations

This training and demo day will be held at the Continuing Education and Conference Center, University of Minnesota, St. Paul campus, 1890 Buford Avenue, St. Paul, MN 55108 www.cce.umn.edu/conferencecenter.

A block of sleeping rooms has been reserved at the Radisson Hotel Roseville, 2540 North Cleveland Avenue, Roseville, MN 55113, 651-636-4567 or 1-800-333-3333, rate of \$91.00 plus tax for a single or double occupancy. In order to receive this special rate, you must make your reservation by **March 26, 2012**, and identify yourself as a participant of the University of Minnesota Roadway Conference. Reservations made after the specified deadline will be accepted on a space and rate available basis.

Complimentary shuttle service to the Continuing Education and Conference Center is available.

Roads Scholar Program

This workshop is an elective in the *Roads Scholar Program* (1 credit). For *Roads Scholar Program* information and enrollment forms, contact Mindy Carlson with Minnesota LTAP at 612-625-1813 or online at www.mnltap.umn.edu/roadsscholar.

Planning Committee

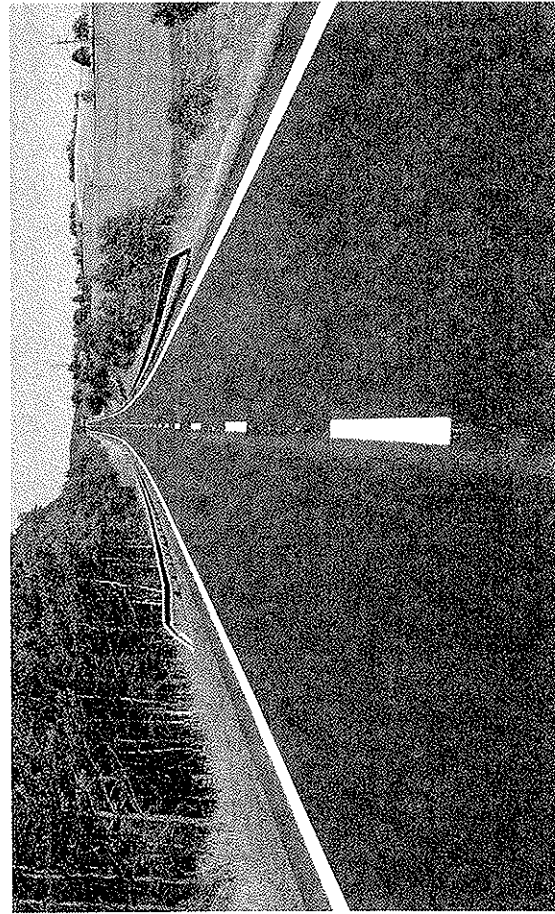
University of Minnesota: *Jim Grotbaas, Ann Johnson, Mindy Carlson, Lori Graven, Teresa Washington*
Minnesota Department of Transportation (Mn/DOT): *Sandy McCully, Rick Shornion, Kathleen Schaefer*
White Bear Township and APWA-MN: *Dale Reed*
City of Saint Paul and APWA-MN: *Shannon Tyree*
City of Lakeville and APWA-MN: *Chris Petree*
Fillmore County: *John Grindeland*
Aspen Equipment: *Mark Lundeen*

For Further Information

University of Minnesota
353 Ruttan Hall
1994 Buford Avenue, St. Paul, MN 55108
Phone: 612-624-4754 or Fax: 612-624-6225
E-mail: ceeconf2@umn.edu

The sponsors are equal opportunity educators and employers. Disability accommodations will be provided upon request. This publication is available in alternative formats upon request.

♻ Recycled paper with 20% postconsumer waste.





Date: 3/23/12

CITY OF NORTH MANKATO
Training and Travel Request

Department: Administration

Names: Heather Anderson

Number of Personnel Attending: 1

Event: 2012 Minnesota Municipal Clerks Institute (MMCI)

Dates: April 23-27, 2012

Location: Brooklyn Center, MN

Required Training for Certification/License: ☒ Yes ☐ No

What Certification/License is this training required for? _____

Certified Municipal Clerk

Description: Second year of 3 year continuing education program

leading to professional accreditation.

CENTER FOR
CONTINUING
STUDIES*Innovative Leadership
for Lifelong Learning*

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StudiesCorporate
Education &
Outreach (CEO)

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Upcoming Events

Conferences

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Partnerships

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Senior to
SophomoreEvening & Weekend
UniversityMinnesota Highway
Safety Research
Center (MHSRC)Driver Education -
Teaching Licensure

Contact Us

Home



St. Cloud State

**MINNESOTA MUNICIPAL CLERKS
INSTITUTE (MMCI)**

Customized Education Offerings

**MINNESOTA MUNICIPAL CLERKS INSTITUTE (MMCI)**

April 23 - 27, 2012

Crowne Plaza Minneapolis North

Brooklyn Center, Minnesota

Sponsored by the:

- Minnesota Municipal Clerks & Finance Officers Association (MCFOA)
- League of Minnesota Cities (LMC)
- The Center for Continuing Studies at St. Cloud State University

WHY ATTEND???

The Institute experience helps participants build a network for problem solving that continues after the formal sessions end!

ABOUT THE PROGRAM

The Minnesota Municipal Clerks and Finance Officers Association (MCFOA) and the St. Cloud State University, Center for Continuing Studies invite you to participate in the Minnesota Municipal Clerks Institute (MMCI). MMCI is a three-year continuing education program leading to professional accreditation. Individuals successfully completing the three-year certification program are awarded 60 educational points toward the designation Certified Municipal Clerk (CMC) by the International Institute of Municipal Clerks (IIMC). In addition to the educational points, 50 experience points are also required to receive the CMC.

The MMCI, following IIMC professional development guidelines, recognizes the critical role of the municipal clerk and finance officer in serving both large and small cities. Planned by a committee of clerks, the program emphasizes professional development in the areas of public administration, social and interpersonal skills, and special topics addressing emerging issues in the field.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 15A	Department: Finance	Council Meeting Date: 04/2/12																																																										
TITLE OF ISSUE: League of MN Cities Insurance Trust Liability Coverage Waiver Form																																																												
BACKGROUND AND SUPPLEMENTAL INFORMATION: The City each year, as part of the insurance renewal process, must determine if it wants to waive the tort liability limits that are established by statute. The City has never waived these limits.																																																												
<i>If additional space is required, attach a separate sheet</i>																																																												
REQUESTED COUNCIL ACTION: Motion to approve not to waive tort limits.																																																												
For Clerk's Use: Motion By: _____ Second By: _____ <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">Vote Record:</td> <td style="width: 10%; text-align: center;">Aye</td> <td style="width: 10%; text-align: center;">Nay</td> <td style="width: 65%;"></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Vote Record:	Aye	Nay			_____	_____	Schindle		_____	_____	Freyberg		_____	_____	Steiner		_____	_____	Norland		_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2" style="vertical-align: top;">Other (specify)</td> <td colspan="3" style="vertical-align: top;">Waiver Form</td> </tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> </table>	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify)		Waiver Form			_____					_____					_____					_____				
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<input type="checkbox"/> Workshop <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting	<input type="checkbox"/> Refer to: _____ <input type="checkbox"/> Table until: _____ <input type="checkbox"/> Other: _____																																																											

SECTION I: LIABILITY COVERAGE WAIVER FORM

Cities obtaining liability coverage from the League of Minnesota Cities Insurance Trust must decide whether or not to waive the statutory tort liability limits to the extent of the coverage purchased. The decision to waive or not to waive the statutory limits has the following effects:

- *If the city does not waive the statutory tort limits*, an individual claimant would be able to recover no more than \$500,000. on any claim to which the statutory tort limits apply. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether or not the city purchases the optional excess liability coverage.
- *If the city waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to \$1,500,000. on a single occurrence. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$1,500,000., regardless of the number of claimants.
- *If the city waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

This decision must be made by the city council. **Cities purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage.** For further information, contact LMCIT. You may also wish to discuss these issues with your city attorney.

_____ accepts liability coverage limits of \$ _____ from the League of Minnesota Cities Insurance Trust (LMCIT).

Check one:

- ☐ The city **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes 466.04.
- ☐ The city **WAIVES** the monetary limits on tort liability established by Minnesota Statutes 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council meeting _____

Signature _____ Position _____

Return this completed form to LMCIT, 145 University Ave. W., St. Paul, MN. 55103-2044

CLAIM REPORT
BILLS PAID AFTER THE COUNCIL MEETING OF MARCH 19, 2012
END OF MONTH

71525	VOID	VOID	(\$5,204.81)
71540	Affinity Plus Federal Credit Union	employee payroll deductions	\$192.62
71541	ICMA Retirement Trust-457	employee payroll deductions	\$4,428.85
71542	ICMA Retirement Trust-Roth IRA	employee payroll deductions	\$430.77
71543	Law Enforcement Labor Service	employee payroll deductions	\$378.00
71544	NCPERS Minnesota-Unit 662400	employee payroll deductions	\$192.00
71545	United Way	employee payroll deductions	\$254.64
71546	HickoryTech	telephone bill-All Depts.	\$462.69
71547	Hy-Vee	supplies-Contingency & Water Dept.	\$106.33
71548	John Deere Financial	radio-Street Dept.	\$176.99
71549	Pioneer Manufacturing	line paint-Caswell Park	\$1,175.00
71550	Schultz, Bradley S.	uniform allowance for 2012-Police Dept.	\$340.00
71551	Schultz, Bradley S.	clothing maintenance allowance for 2012-Police	\$340.00
71552	Select Account	March Participant fee-Unallocated	\$117.12
71553	Telrite	long distance phone bill-Mun. Bldg.	\$245.71
71554	Sprint	PCS connection card data plan-Pol, '11 Const, P/A	\$199.95
71555	First National Bank Minnesota	pay-off mortgage 815 Park Ave-Port Authority	\$102,642.59
71556	Navitor	business cards-Police Dept.	\$161.84
71557	Nicollet County Sheriff's Office	Haefner redemption 815 Park Ave-Port Authority	\$250.00
71558	Nicollet County Treasurer	back taxes 815 Park Ave-Port Authority	\$10,552.89
71559	Nicollet County Treasurer	2012 real estate taxes 815 Park Ave-Port Authority	\$2,028.28
71560	Nicollet County Treasurer	State Deed tax 815 Park Ave-Port Authority	\$445.50
71561	Wells Fargo Bank	pay-off of Home Equity Loan-Port Authority	\$15,080.75
71562	VOID	VOID	\$0.00
71563	Coldwell Banker Commercial	commission paid 815 Park Ave-Port Authority	\$4,561.49
71564	Post Board	police officer license renewal-Police Dept.	<u>\$90.00</u>
	Total		<u><u>\$139,649.20</u></u>

CLAIMS CONTINUED

General	\$7,561.74
Library	\$153.85
Community Development	\$100.00
Contingency	\$22.37
Port Authority	\$135,561.50
Equipment Certificates	(\$5,204.81)
2011 Construction	\$44.33
Water	\$439.16
Sewer	\$744.73
Sanitary Collection	\$70.34
Public Access	<u>\$155.99</u>
Total	<u><u>\$139,649.20</u></u>

PORT AUTHORITY INVOICES
BILLS PAID AFTER THE COUNCIL MEETING OF MARCH 19, 2012
END OF MONTH

First National Bank Minnesota	pay-off mortgage 815 Park Ave-Port Authority	\$102,642.59
Nicollet County Sheriff's Office	Haefner redemption 815 Park Ave-Port Authority	\$250.00
Nicollet County Treasurer	back taxes 815 Park Ave-Port Authority	\$10,552.89
Nicollet County Treasurer	2012 real estate taxes 815 Park Ave-Port Authority	\$2,028.28
Nicollet County Treasurer	State Deed tax 815 Park Ave-Port Authority	\$445.50
Wells Fargo Bank	pay-off of Home Equity Loan-Port Authority	\$15,080.75
Coldwell Banker Commercial	commission paid 815 Park Ave-Port Authority	<u>\$4,561.49</u>
Total		<u><u>\$135,561.50</u></u>

List of Port Authority Bills in the Amount of \$135,561.50

Council Meeting of April 2, 2012

Mayor Mark Dehen

Council Member Bill Schindie

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg

CLAIM REPORT
FOR REGULAR COUNCIL MEETING OF APRIL 2, 2012

A+ Security, Inc.	repair alarm system & monitor alarm system-P/A & Wtr	\$350.60
A-1 Key City Locksmiths, Inc.	rekey locks-Police & Park Depts.	\$136.44
Alex Air Apparatus, Inc.	supplies & equipment testing-Fire Dept.	\$192.90
Alpha Wireless Communications	equip parts & remove/install equip Police vehicles	\$2,293.33
AMEM	membership dues-Civil Defense	\$100.00
Ameripride Services	mats, uniform & towel service-All Depts.	\$565.31
American Legal Publishing Corp.	2012 City code supplement pages-Admin	\$957.00
American Payment Centers	utility drop box rental-Sewer	\$93.00
American Public Work Assn.	membership dues-Street Dept.	\$186.25
Audio Editions	audio books-Library	\$298.79
Benco Electric Cooperative	electric bill-All Depts.	\$21,660.41
Blue Earth County	firing range fees & phone bill-Police & Task Force	\$551.83
Bolton & Menk, Inc.	engineering fees-All Depts.	\$64,237.68
C & S Supply Company, Inc.	supplies-All Depts.	\$397.92
Cargill, Inc.	road salt-Street Dept.	\$5,590.76
CenterPoint Energy	gas bill-All Depts.	\$6,806.31
City of Mankato	wastewater fee for April & balance due for 2011-Sewer	\$148,266.23
Computer Technology Solutions, Inc.	printer & equipment parts-Police & Public Access	\$823.57
Crysteel Truck Equipment	equipment parts-Street & 2011 Construction	\$78.11
Cushman Motor Co., Inc.	equipment parts-Caswell	\$85.42
DH Athletics	nets for basketball & tennis courts-Park Dept.	\$881.55
Emergency Apparatus Maintenance	annual pump testing-Fire Dept.	\$1,946.09
Express Services, Inc.	temporary crossing guards-Police Dept.	\$610.56
Fastenal Companies	supplies-Cap Fac Water & Sales Tax	\$16.82
Ferguson Enterprises	plumbing supplies-Park Dept.	\$348.56
Forrey Septic System's & Excavating	sand-Street Dept.	\$8,697.38
Gale Group	books-Library & Bookmobile	\$152.67
Grainger	equipment part-Sewer Dept.	\$37.01
Great American Business Products	supplies-Park Dept.	\$582.40
Greater Mankato Growth	booth at the Capitol & travel expenses-Comm Dev	\$285.00
Hansen Sanitation	refuse pickup-Sanitation	\$47,579.94
Hermel, A. H. Company	hot chocolate-Library	\$75.51
Howe, Sandra	fitness membership-Police Physical Fitness	\$165.00
Ingram Library Services	books-Library & Bookmobile	\$1,891.97
JT Services	lights for volleyball courts at Caswell-Sales Tax	\$12,536.04

CLAIMS CONTINUED

Javens Mechanical Contracting Co.	labor & supplies for water by-pass-Cap Fac Water	\$5,055.14
Jeane Thorne, Inc.	professional service-Task Force	\$560.00
Kaye Corporation	equipment parts-Caswell	\$38.53
Kemske Paper Company	printed materials-Police Dept.	\$169.65
LJP Enterprises, Inc.	trailer rent-Sanitation	\$600.00
Lloyd Lumber Co.	equipment parts & supplies-All Depts.	\$1,119.10
Mac Tools Distributor	cart for laptop diagnostic computer-Shop	\$300.64
Mankato Bearing Company	equipment parts-Caswell & Park	\$18.57
Mantronics Mailing Systems	equipment repair & supply-Water, Sewer & Sanitation	\$196.42
McCabe, Dustin	supplies-Police Reserve	\$14.18
Menards-Mankato	supplies & dehumidifier-Park, Sales Tax & Sewer	\$350.32
Mill Supply, Inc.	equipment parts-Bookmobile	\$30.84
Minnesota Historical Society Press	renew magazine subscription-Library	\$20.00
Minnesota Sheriffs' Association	training-Police Dept.	\$70.00
Minnesota Sports Institute	professional service-Comm Dev	\$1,200.00
MN Dept of Employment & Economic	Thin Film grant repayment-Port Auth State Rev Loan	\$1,931.22
Misgen Auto Parts, Inc.	equipment parts-Park Dept.	\$37.41
Moss & Barnett	professional service-Public Access	\$2,567.50
Minnesota State University	work study student-Library	\$74.00
Newman Traffic Signs	signs-Street Dept.	\$930.47
North Central International	equipment parts-Street Dept.	\$374.53
North Mankato Firemen's Relief Assn.	supplement benefit-Firemen's Relief	\$2,915.00
Northern Safety Technology, Inc.	lighting equipment for vehicle-2011 Construction	\$1,384.18
Northern Sewer Equipment Co., Inc.	sewer camera tractor-Sewer Dept.	\$19,112.75
OverDrive, Inc.	downloadable audio books & ebooks-Library	\$1,498.04
Parrott, Matt/Storey Kenworthy	accounts payable checks-Finance Dept.	\$684.52
Pet Expo Distributors	equipment part & aquatic service-Library	\$139.99
Peterson, Ginger	travel expenses-Task Force	\$58.76
Petty Cash, Clara Thorne	petty cash items-All Depts.	\$100.18
Public Safety Equipment	certification of radar-Police Dept.	\$168.00
Red Feather Paper Company	supplies-All Depts.	\$766.68
River Bend Business Products	copier maintenance-Mun Bldg	\$325.54
Sande, Wendell	car allowance for April-Admin	\$400.00
Schwickerts	service air conditioning units-Mun Bldg & Fire	\$1,093.45
Sharon's Craft-N-Floral	CBD grant-Local Option Sales Tax	\$5,116.02
Sharon's Grooming	CBD grant-Local Option Sales Tax	\$1,554.10
Sherwin-Williams Company	paint-Water Dept.	\$470.94
Sign Pro	signs & graphics-Insp, Sales Tax & Equip Certificates	\$542.24
SPS Companies, Inc.	drains for new roof at Caswell-Sales Tax	\$744.74
Staples Advantage	office supplies-All Depts.	\$135.28

CLAIMS CONTINUED

Streicher's	ammo-Police Dept.	\$335.47
The Service Rack, Inc.	vehicle rental-Task Force	\$43.70
Titan Machinery	equipment parts-Street Dept.	\$22.59
Thorne, Clara	travel expenses-Finance	\$55.54
Toppers Plus, Inc.	equip parts & equipment-Str, 2011 Const & Equip Cert	\$5,209.19
United Rentals	equipment rental-Storm Water	\$298.63
US Postmaster	postage for newsletter-Comm Dev	\$1,536.00
Viking Fire & Safety	service fire extinguishers-Police Dept.	\$26.20
Viking Electric Supply	electrical supplies-Library, Sales Tax & Water	\$1,559.92
Vitale, Matthew	office supplies-Task Force	\$85.31
VoyageurWeb	website design for Fire Dept.-Contingency	\$2,275.00
WW Blacktopping, Inc.	asphalt-Water & Sewer Depts.	\$1,393.08
Wayne's Auto Body, Inc.	sandblast & paint-Street & Sales Tax	\$264.31
Wells Fargo Corporate Trust Service	interest-GO Port Authority Revenue Bonds	\$4,650.00
Werner Electric Supply	electrical supplies for water by-pass-Cap Fac Water	\$379.76
Total		<u>\$400,481.99</u>

CLAIMS CONTINUED

General	\$47,867.20
Library	\$4,724.04
Bookmobile	\$177.48
Community Development	\$3,021.00
Local Option Sales Tax	\$21,106.16
Contingency	\$2,282.50
Port Authority	\$13.98
Capital Facilities & Equipment Replacement-Water	\$5,459.80
Port Authority State Revolving Loan Fund	\$1,931.22
Joint Economic Development Fund	\$236.00
GO Port Authority Revenue Bonds of 1993A, 1994A, 1998A	\$4,650.00
Equipment Certificates	\$7,555.40
Local Option Sales Tax Construction	\$4,083.02
2011 Construction	\$62,377.88
Water	\$9,175.48
Sewer	\$169,273.70
Sanitary Collection	\$49,295.61
Storm Water	\$774.62
Firemen's Relief	\$2,915.00
Public Access	\$2,762.30
Minnesota River Valley Drug Task Force	<u>\$799.60</u>
Total	<u><u>\$400,481.99</u></u>

PORT AUTHORITY INVOICES
FOR REGULAR COUNCIL MEETING OF APRIL 2, 2012

Bolton & Menk, Inc.	engineering fees-Joint Economic Development	\$236.00
MN Dept of Employment & Economic	Thin Film grant repayment-Port Auth State Rev Loan	\$1,931.22
Petty Cash, Clara Thorne	petty cash items-Port Authority	\$13.98
Wells Fargo Corporate Trust Service	interest-GO Port Authority Revenue Bonds	<u>\$4,650.00</u>
Total		<u><u>\$6,831.20</u></u>

List of Port Authority Bills in the Amount of \$6,831.20

Council Meeting of April 2, 2012

Mayor Mark Dehen

Council Member Bill Schindle

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg

List of Bills in the Amount of \$400,481.99

Council Meeting of April 2, 2012

Mayor Mark Dehen

Council Member Bill Schindle

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg