

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 January 17, 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, Schindle, Freyberg and Steiner, City Administrator Sande, City Clerk Gehrke, Finance Director Thorne, Engineer Malm, Attorney Kennedy and Planner Fischer.

Approval of Agenda

Council Member Steiner moved, seconded by Council Member Norland, to approve the agenda as presented. Vote on the motion: Norland, Schindle, 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 January 3, 2012. Vote on the motion: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.

Correspondence**Certificate of Achievement for Excellence in Financial Report for FY Ended December 31, 2010**

Mayor Dehen read a letter from the Government Finance Officers Association with notification that the City's Comprehensive Annual Financial Report for the fiscal year ended December 31, 2010 qualified for a Certificate of Achievement for Excellence in Financial Reporting.

Public Hearing, 7 p.m. – Amending Code of Ordinances

Mayor Dehen opened the public hearing to consider amending the Code of Ordinances. A notice of public hearing was published in the official newspaper and the Affidavit of Publication was included in the Council packet. Planner Fischer reported the Code of Ordinances was completely recodified in 2007 and an annual update is done at the end of each year to keep the Code of Ordinances current. He presented a summary of the changes (Exhibit A) during 2011 noting all ordinances adopted by the Council during 2011 are included in the amendments to the Code of Ordinances. He reported an obsolete sentence was removed from Section 91.05(D) Unclaimed Animals. Council Member Norland reminded pet owners to act responsibly, not allow their cats to go outdoors and to have their dogs and cats spayed and neutered. Planner Fischer reported an addition was made to Section 151.07 Action on Application for Rental License allowing for a \$100 reinstatement fee for each license that is not renewed by December 15th of each year. Section 154.16 (G) Informational/directional signs was changed to reflect the Planning Commission's recommendation for informational and directional signs. There being no one else appearing before the Council, the Mayor closed this portion of the meeting.

Ord. No. 43, Fourth Series, Amending Code of Ordinances

Council Member Steiner moved, seconded by Council Member Norland, to adopt Ord. No. 43, Fourth Series, Amending Code of Ordinances. Vote on the Ordinance: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.

Open the Meeting to the Public for the First Time

Kim Spears, 916 South Avenue

Kim Spears, 916 South Avenue, appeared before the Council and requested information about the grant to Christy's Café and expressed his displeasure of the grant and loan awarded to Natural Pathways, LLC, 229 Belgrade Avenue.

Phil Henry, 1300 Noretta Drive

Phil Henry, 1300 Noretta Drive, appeared before the Council and expressed his concern that property taxes were raised and the City is granting money to local businesses.

Mark Haack, 713 Bennett Street

Mark Haack, 713 Bennett Street, appeared before the Council and expressed his concern about the snowplowing on Bennett Street.

Nicollet County Board Actions

Administrator Sande responded to questions regarding an abatement request to Nicollet County from the South Central Service Coop.

Consent Agenda

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

1. Audio and Large Group Permit for Priem/McCall Wedding, Spring Lake Park, from 8 a.m. to 6 p.m. on Saturday, August 18, 2012.
2. Resolution No. 04-12 Authorizing a Quit Claim Deed.

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

Staff Reports

City Administrator

Res. No. 05-12 Authorizing the City of North Mankato to Act as Sponsoring Agency for the Northridge Ravine Restoration "Transportation Enhancements" Project

Engineer Malm presented the ATP Funding Application for the Northridge Ravine Restoration Project reporting the Northridge ravine complex conveys stormwater runoff from a large watershed which includes residential and commercial development, agriculture land, City and County roads and a large section of T.H. 14. Engineer Malm reported the application submitted is for projects to be funded in 2013-2016. The application submitted in 2011 for this project was not funded and the question if this project had a transportation relationship was raised by the ATP. Engineer Malm reported the 2012 application would address this question noting that stormwater runoff from a large watershed which includes City and County roads and a large section of T.H. 14 drains into the Northridge Ravine. The current Five-Year Capital Improvement Plan includes stabilization of the Northridge Ravine. The application is being submitted in order to involve MnDOT to pay for a portion of the cost. Council Member Freyberg asked if there are alternatives to setting a large-scale pipe in the ravine. Engineer Malm reported that an inline of small detention ponds in the ravines for low flows is being considered. Council Member Freyberg reported the ravine in his neighborhood no longer has any wood ducks or other wild animals because the water has been drained and instead has prairie grass. **Council Member Steiner moved, seconded by Council Member Norland, to adopt Resolution No.**

05-12 Authorizing the City of North Mankato to Act as Sponsoring Agency for the Northridge Ravine Restoration "Transportation Enhancements" Project. Vote on the Resolution: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.

Res. No. 06-12 Agreeing to Maintain the Northridge Ravine Restoration "Transportation Enhancements" Project

Engineer Malm reported that as part of the ATP Funding Application, the City of North Mankato must agree to assume full responsibility for the operation and maintenance of the Northridge Ravine Restoration Project. **Council Member Norland moved, seconded by Council Member Schindle, to adopt Resolution No. 06-12 Agreeing to Maintain the Northridge Ravine Restoration "Transportation Enhancements" Project. Vote on the Resolution: Norland, Schindle, Steiner and Dehen, aye; Freyberg nay. Motion carried.**

Res. No. 07-12 Authorizing Joint Purchase of Equipment with Nicollet County

Administrator Sande reported that Nicollet County is agreeable to the joint purchase, operation and maintenance of a new chip spreader. He reported that Nicollet County will be the lead agency and City staff will participate in the preparation of plans and specifications and all necessary related documents for this purchase. Council Member Freyberg thanked the Administrator for spearheading this joint purchase. Administrator Sande reported the joint purchase of a chip spreader allows for a better unit that will work for wide streets and also the trails that will need to be seal coated in the future. **Council Member Schindle moved, seconded by Council Member Freyberg, to adopt Resolution No. 07-12 Authorizing Joint Purchase of Equipment with Nicollet County. Vote on the Resolution: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

Accept Bids for 2012 Material and Equipment Rental Rates from Bid Opening of January 3, 2012

Administrator Sande presented a tabulation of bids taken on January 3, 2012 for Material and Equipment Rental Rates and reported the bids would be kept on file for reference when ordering material and renting equipment. Bids for material were received from M. R. Paving & Excavating, Inc., Flint Hills Resources, LP, and W.W. Blacktopping, Inc. Bids for equipment were received from W.W. Blacktopping, Inc., Leon's Custom Backhoe, and Hoehn Drainage & Excavating, LLC. **Council Member Steiner moved, seconded by Council Member Norland, to accept all bids for the 2012 Material and Equipment Rental Rates and place them on file. Vote on the motion: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

Schools and Conferences

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

1. 2012 Leadership Conference for Experienced Officials, Brooklyn Center, January 27-28, for one Council Member.
2. MRWA Annual Conference, St. Cloud, March 6-8, for two Water Servicemen.

Vote on the motion: Schindle, Freyberg, Steiner and Dehen, aye; Norland abstained; no nays. Motion carried. Council Member Norland reported she would like to present the information from the Leadership Conference to the Council at a future Council Workshop.

City Clerk**Application for On-Sale Wine and 3.2 On-Sale Beer Licenses for New Great Wall, 1814 Commerce Drive**

Clerk Gehrke presented an application from New Great Wall, 1814 Commerce Drive, for on-sale wine and 3.2 on-sale beer licenses. The Police Chief has conducted the necessary background investigation and the liability insurance is in place. **Council Member Steiner moved, seconded by Council Member Norland, to approve the application for on-sale wine and 3.2 on-sale beer licenses for New Great Wall, 1814 Commerce Drive. Vote on the motion: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

Finance Director**Gift Policy**

Finance Director Thorne reported the Minnesota Statutes place certain restrictions on the acceptance of gifts and a gift over \$5.00 in value cannot be accepted by City officials and employees. Furthermore, Minnesota Statutes require a two-thirds majority of the City Council to accept gifts to the City. She presented a Gift Policy outlining the appropriate action and procedure in the acceptance of gifts to the Council for their adoption. **Council Member Schindle moved, seconded by Council Member Norland, to adopt the Gift Policy as presented. Vote on the motion: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

Res. No. 08-12 Approving Donations/Contributions

Finance Director Thorne presented Resolution No. 08-12 Approving Donations/Contributions from various individuals and entities totaling \$1,630. The donations are restricted as follows: \$680 for the Library, \$200 for the Library Book Club and \$750 for Christmas lighting. **Council Member Schindle moved, seconded by Council Member Norland, to adopt Resolution No. 08-12 Approving Donations/Contributions. Vote on the Resolution: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

Report from Council Members**Council Member Norland**

Council Member Norland thanked the beavers for removing the trees along the levy.

Council Member Freyberg

Council Member Freyberg offered his condolences to the family of Troy Mueller, long-time patrol officer for the City of Mankato, who passed away on January 16, 2012.

Report from Mayor**Res. No. 09-12 Approving City Council Assignments**

Mayor Dehen presented Resolution No. 09-12 Approving City Council Committee Assignments for 2012 as follows:

Mayor Mark Dehen:

Nicollet County/North Mankato Liaison Committee
Port Authority Commission
Personnel Committee
Intergovernmental Cooperation Committee – Mankato
Cities/Colleges/Universities Advisory Council
Coalition of Greater Minnesota Cities
North Mankato Fire Relief Association

Highway 14 Partnership

Council Member Bill Schindle: Nicollet County/North Mankato Liaison Committee
 Personnel Committee
 Planning Commission Liaison
 All Seasons Arena Board
 Community Center Task Force
 Traffic and Safety Committee

Council Member Billy Steiner North Mankato Taylor Library Board
 Port Authority Commission
 Intergovernmental Youth Assets
 Envision 2020

Council Member Diane Norland: Region Nine Development Commission
 Mankato Area Community Services Council
 Envision 2020
 Park and Green Spaces Committee Chair

Council Member Bob Freyberg: Region Nine Development Commission (Alternate)
 Intergovernmental Cooperation Committee - Mankato
 Nicollet County Recycling Task Force

Council Member Norland requested the Council discuss at a future Council Workshop the next task for the Park & Green Spaces Committee. **Council Member Norland moved, seconded by Council Member Steiner, to adopt Resolution No. 09-12 Approving City Council Committee Assignments. Vote on the Resolution: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

Appointments to Boards and Commissions

Mayor Dehen presented the list of appointments to boards, committees and commissions for the year 2012 as follows: Billy Steiner as Acting Mayor; Corey Brunton to the Planning Commission for a four-year term through 2015; John Daley and Sue Roemer to the Housing and Redevelopment Authority for five-year terms through 2016; Bill Borchardt to the Traffic & Safety Committee for a one-year term; Terri Jensen to the Board of Appeal and Equalization for a three-year term through 2014; Greg Abbott and Jim Kirschbaum to the Port Authority for six-year terms through 2017; Bolton & Menk as Consulting Civil Engineer; Northland Securities, Inc. as Bond Consultant; Abdo, Eick & Meyers as Auditor; Todd Mettler as Weed Inspector; Bruce Royer as Plumbing Inspector; and Derek Tostenson as Construction Inspector. **Council Member Norland moved, seconded by Council Member Steiner, to set the appointments for the year 2012. Vote on the motion: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

Appointment to Passenger Rail Group

Council Member Steiner moved, seconded by Council Member Norland, to appoint Council Member Freyberg to the Passenger Rail Group. Vote on the motion: Norland, Schindle, Steiner and Dehen, aye; Freyberg abstained, no nays. Motion carried.

Community Video Program

Mayor Dehen reported Administrator Sande and he spoke with a representative of CGI Communications regarding the Community Video Program. CGI Communications has partnered with the National League of Cities (NLC) in offering cities an Internet video programming opportunity at no cost to the cities. CGI Communications is able to provide this service at no cost because it offers the local business community the opportunity to sponsor their videos on our website. Attorney Kennedy reported one of the concerns is that it has the appearance of quid quo pro even though no special considerations would be given by the City to businesses participating in the Community Video Program. Council Member Norland stated that businesses participating would be somewhat similar to businesses buying advertising in the City newsletter with all local businesses having the opportunity to participate. Administrator Sande noted this is a policy matter for the Council to decide if they want businesses to be able to link to the City's website. CGI Communications has provided links to some of the videos they have produced for other cities. **Council Member Norland moved, seconded by Council Member Steiner, to table the Community Video Program to the February 6, 2012 Council meeting. Vote on the motion: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

Proclamation for Congenital Heart Defect Awareness Week, February 7-14, 2011

Mayor Dehen read the proclamation naming February 7-14, 2011 as Congenital Heart Defect Awareness Week in North Mankato.

GMG Government Membership

Mayor Dehen presented information regarding government membership in Greater Mankato Growth (GMG). Council Member Freyberg suggested Mayor Dehen be the GMG representative for the City of North Mankato. **Council Member Norland moved, seconded by Council Member Steiner, to approve GMG Government Membership for the City of North Mankato. Vote on the motion: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

Res. No. 10-12 Supporting U.S. Highway 14 Highway System Investment Plan

Mayor Dehen reported he attended the Highway 14 Partnership Annual Meeting on Tuesday, January 10, 2012 in Owatonna. He reported there is a push on by MnDOT to stop funding trunk highway projects which puts federal dollars for T.H. 14 improvements at risk. He reported a public hearing will be held on Wednesday, January 18, 2012 at the MnDOT regional office to conduct a safety audit of T.H. 14. Mayor Dehen stated he is concerned the interim solutions proposed by MnDOT for T.H. 14 may become a long-term solution and derail the completion of the four-lane improvements. The Mayor presented Resolution No. 10-12 Supporting U.S. Highway 14 Highway System Investment Plan which calls on the Governor and MnDOT to prioritize the four-lane expansion of Highway 14 and related interchanges in the 2012-2032 Highway System Investment Plan. **Council Member Steiner moved, seconded by Council Member Norland, to adopt Resolution No. 10-12 Supporting U.S. Highway 14 Highway System Investment Plan. Vote on the Resolution: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

Bonding Bill

Mayor Dehen reported \$14.5 million for the Mankato Civic Center was included in the Governor's Bonding Bill. This would allow for the expansion of the Civic Center and a permanent sheet of ice. All the Minnesota State University-Mankato men's and women's hockey games and practices would be held at the Civic Center freeing up ice time at the Ice Arena for other hockey teams in the area.

Open the Meeting to the Public for the Second Time**Mark Haack, 713 Bennett Street**

Mark Haack, 713 Bennett Street, appeared before the Council and again spoke of the snowplowing on Bennett Street. The Council requested a notice be posted on the City's website reminding residents not to plow their snow onto the street. Council Member Norland stated the City has a Public Works Department capable of making proper decisions as related to plowing the streets. Mayor Dehen stated the Public Works Department will plow Bennett Street as they plow all other streets and this discussion is closed.

Bills and Appropriations

Council Member Schindle questioned the purchase of the property at 315 Range Street being funded from the Community Development Fund. He stated it would have been more appropriate to use the Sales Tax Fund for this purchase. He asked the City Planner to send him copies of the Council minutes that discussed the franchise fees that would fund the Community Development Fund. Some discussion was held on the use of the property at 315 Range Street. Administrator Sande reported the parcel is not large enough on its own to support a parking lot. Council Member Steiner moved, seconded by Council Member Norland, to approve all bills and appropriations in the amount of \$3,074,105.68. Vote on the motion: Norland, Freyberg, Steiner and Dehen, aye; Schindle nay. Motion carried.

There being no further business, the meeting was adjourned at 8:50 p.m. on a motion by Council Member Steiner, seconded by Council Member Norland. Vote on the motion: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.

Mayor

City Clerk

1-25-12

To: North Mankato City Administrator

From: Cindy N. McCabe
Nicollet County Social Services



Re: Use of the Fire Station Community Room on Howard Drive

I want to take this time to tell you that Nicollet County Social Services /Children and Family Unit appreciate the use of your community room for a training that we had on 1/11/12.

We at Nicollet County are trying to offer our employee's up-to -date trainings. That we can utilize this facility makes it an awesome opportunity for my staff and other local social workers in the greater North Mankato area.

Once again, thank you very much.

THESE ARE DRAFT MINUTES AND NOT YET APPROVED BY THE BOARD

OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS OF THE
COUNTY OF NICOLLET
January 24, 2012

The Nicollet County Board of Commissioners met in special session on Tuesday, January 24, 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 Haack, it was moved to approve the minutes of the January 3, 2012 Board meeting. The motion carried unanimously.

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

List bills

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

Environmental Services Director Mandy Landkamer addressed the Board on behalf of Water Management Plan Administrator Amy Linnerooth to request approval of a resolution regarding the revisions to the Local Water Management Plan. Upon a motion by Commissioner Stenson and seconded by Kolars, it was moved to accept the recommendation of the Environmental Services Department and adopt the resolution to Update the Nicollet County Comprehensive Water Management Plan, effective through August of 2018. The motion carried unanimously.

**Resolution to Update the Nicollet County
Comprehensive Water Management Plan**

WHEREAS, Minnesota Statutes, Chapter 103B.301, Comprehensive Local Water Management Act, authorizes Minnesota Counties to develop and implement a local water management plan, and

WHEREAS, the Act requires that a county update and revise their local water management plan on a periodic basis, and

WHEREAS, the Act encourages that a county coordinate its planning with contiguous counties, and solicit input from local governmental units and state review agencies, and

WHEREAS, the Act requires that plans and official controls of other local governmental units be consistent with the local water management plan, and

WHEREAS, Nicollet County has determined that the revision and continued implementation of a local water management plan will help promote the health and welfare of the citizens of Nicollet County, and

NOW, THEREFORE, BE IT RESOLVED, that the Nicollet County Board of Commissioners resolve to revise and update its current local water management plan.

BE IT FURTHER RESOLVED that Nicollet County will coordinate its efforts in the revision and update of its plan with all local units of government within the county, and the state review agencies; and will incorporate, where appropriate, any existing plans and rules which have been developed and adopted by watershed districts having jurisdiction wholly or partly within Nicollet County into its local water management plan.

BE IT FURTHER RESOLVED that the Nicollet County Board of Commissioners authorizes the establishment of a Water Management Task Force with the responsibility of revising and updating the plan and who shall report to the County Board on a periodic basis.

BE IT FURTHER RESOLVED that the Nicollet County Board of Commissioners delegates the Environmental Services Department the responsibility of coordinating, assembling, writing and implementing the revised local water management plan pursuant to M.S. 103B.301.

Public Health Director Mary Hildebrandt appeared before the Board to request approval of several contracts – IMMTRACK Joint Powers Agreement and the Ecumen Prairie Hill Contract.

Upon a motion by Commissioner Kolars and seconded by Haack, it was moved to accept the recommendation of the Public Health Director and approve the IMMTRACK Joint Powers Agreement between the counties of Blue Earth, Le Sueur, Waseca, Brown, Nicollet and Watonwan, effective from January 1, 2012 through December 31, 2016. The motion carried unanimously.

Upon a motion by Commissioner Stenson and seconded by Dranttel, it was moved to accept the recommendation of the Public Health Director and approve the home and community-based waiver services contract with Ecumen Prairie Hill, effective from September 15, 2011 through June 30, 2013. The motion carried unanimously.

Public Works Director Seth Greenwood appeared before the Board to request consideration of a resolution and letter to Governor Dayton in regard to future improvements to T. H. 14. It was noted that there was a recent article in the Mankato Free Press and that could be included with the letter and resolution when it is mailed. Upon a motion by Commissioner Kolars and seconded by Haack, it was moved to accept the recommendation of the Public Works Director and adopt the resolution in support of prioritizing construction of the 4-land expansion of Highway 4 and related interchanges in the 20-year Highway System Investment Plan, as well as send a letter of support to Governor Dayton and other officials. The motion carried unanimously.

U.S. Highway 14 Highway System Investment Plan Resolution

WHEREAS, the Minnesota Department of Transportation (MnDOT) is revising its 20-year Highway System Investment Plan, which sets a long-range vision for transportation in Minnesota, including needs, goals and priorities;

WHEREAS, the Highway System Investment Plan identifies how MnDOT plans to direct available funding for Minnesota highway projects for the next 20 years (2013-2032);

WHEREAS, the Highway System Investment Plan directs the use of revenue from both the state and federal governments;

WHEREAS, the four-lane expansion of U.S. Highway 14 was included in 2008 and 2009 District Long-Range and/or Highway System Investment Plans;

WHEREAS, U.S. Highway 14 remains a dangerous and deadly road;

WHEREAS, from the year 2001 through 2010, there have been 39 fatal crashes and 47 serious incapacitating injury crashes on the segment of U. S. Highway 14 from the City of New Ulm to the City of Rochester;

WHEREAS, from the years 2008-2010, the fatality rate along Highway 14 between North Mankato and New Ulm is 2.2 times above the statewide average;

WHEREAS, from the years 2008-2010, the fatality rate along Highway 14 between Owatonna and Dodge Center is 1.5 times above the statewide average;

WHEREAS, in the year 2011, there have been 3 additional known fatalities on U.S. Highway 14 between North Mankato and New Ulm;

WHEREAS, the interchanges at TH14-CSAH41, TH14-CSAH12 and TH14-TH169 will improve safety, reduce traffic congestion, enhance commerce and create new economic development opportunities along Highway 14;

WHEREAS, completing the four-lane expansion of U.S. Highway 14 will create approximately 10,260 construction and spinoff jobs;

WHEREAS, the interchanges at TH14-CSAH41, TH14-CSAH12 and TH14-TH169 will enhance commerce and create new economic development opportunities along Highway 14;

WHEREAS, the Highway 14 Congressional Delegation has made the Highway 14 project a priority; Minnesota U.S. Sen. Al Franken has declared the North Mankato to New Ulm expansion project a "number one priority" for his office;

WHEREAS, communities across southern Minnesota like Nicollet County have publicly voiced their support for this project through their membership in the Highway 14 Partnership.

NOW, THEREFORE BE IT RESOLVED THAT Nicollet County does hereby call on Minnesota Governor Mark Dayton and his Department of Transportation to prioritize the four-lane expansion of Highway 14 and related interchanges in the 2013-2032 Highway System Investment Plan in order to complete this project and protect the lives of southern Minnesota residents, boost economic development and grow southern Minnesota communities.

Director Greenwood requested that the Board consider awarding the construction agreement for repairs to the Nicollet Shop. The following quotes were received:

Farasyn Construction	\$106,128
Gosewisch Construction	\$122,370
Raske Building Systems	\$133,838

Upon a motion by Commissioner Stenson and seconded by Kolars, it was moved to accept the recommendation of the Public Works Director and authorize him to proceed with repairs to the Nicollet Shop, accepting the quote of Farasyn Construction in the amount of \$106,128. The motion carried with Commissioner Stenson absent for the vote.

The Public Works Director requested that the Board discuss County State Aid Highway 5 and the proposed 2013 reconstruction project. He explained that construction plans would need to be submitted by April 15, 2013 in order to be eligible for federal highway funds. He requested that the Board authorize him to proceed with this process. In a related matter, Commissioner Stenson suggested looking into 'trading' with the City of St. Peter for Gardner Road and a segment of Sunrise Drive. There was continued discussion of various roads west of St. Peter, choice of blacktop rather than concrete, and the right of way on the proposed CSAH 5 construction. Upon a motion by Commissioner Stenson and seconded by Beatty, it was moved to authorize the Public Works Director to proceed with the process for submitting plans to MnDOT for CSAH from CSAH 40 to east of CSAH 40 in order to possibly obtain federal funding. The motion carried unanimously.

Public Works Director Greenwood also discussed the County State Aid Highway 25 surfacing project from TH 14 to CSAH 23. The project would cost approximately \$2.5 million. Director Greenwood requested that the Board consider authorizing him to submit an application for funding through the Local Road Improvement Program. He feels that the proposed resurfacing project on CSAH 25 would meet the criteria necessary to receive funding. There was again discussion of the option of resurfacing with concrete rather than

blacktop. Upon a motion by Commissioner Beatty and seconded by Kolars, it was moved to accept the recommendation of the Public Works Director and authorize him to submit an application for funding of CSAH 25 from the Local Road Improvement Program, for a segment of road from TH 14 to CSAH 23. The motion carried unanimously.

There was brief discussion about a proposed dairy in Lake Prairie and whether it would require access off any County roads. Mr. Greenwood stated that he had not seen official proposals and was unsure, at this time, of the final location of the proposed project.

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

Sheriff David Lange has informed us of three replacement hirings in his office:

Jared Theleman has been selected as a Full Time Deputy Sheriff to replace Steve Hlavac. Mr. Theleman was previously a Temporary Deputy Sheriff with this department. He began his new duties on January 3, 2012 at a salary of \$18.23 per hour, which represents pay step 5 of pay grade 14.

Michael O'Gorman has been selected as a Temporary Deputy Sheriff to replace Jared Thelemann. Mr. O'Gorman was previously a Correctional Officer with the Sheriff's Office. He began his duties on January 13, 2012 at a salary of \$19.35 per hour, which represents pay step 7 of pay grade 14.

Matthew Vitale has been selected as a Temporary Drug Task Force Agent, replacing Nick Smith, who is currently on leave. Mr. Vitale was previously a Temporary Correctional Officer with this department. He will begin his duties on March 1, 2012 at a salary of \$18.23 per hour, which represents pay step 5 of pay grade 14.

Human Resources Director Haefner requested approval of an end of probation for Temporary Deputy Sheriff Jared Thelemann. Upon a motion by Commissioner Stenson and seconded by Dranttel, it was moved to accept the recommendation of the Human Resources Director for the Sheriff and approve the end of probation for Temporary Deputy Sheriff Jared Thelemann, noting that he is a regular County employee effective December 24, 2011. The motion carried unanimously.

Director Haefner provided information to the Board relating to the proposed Drug and Alcohol Free Workplace Policy, and requested that they consider approval of that policy. The Chemical Free policy currently included in the Personnel Policy does not reflect information about testing requirements and does not address several other issues, so Ms. Haefner is requesting approval of the new policy. She noted that training would be required for all employees prior to the implementation of the new policy. This policy would provide the tools necessary for department heads/supervisors to address issues described within the policy and protect the County from liability. Upon a motion by Commissioner Stenson and seconded by Dranttel, it was moved to accept the recommendation of the Human Resources Director and adopt the Drug and Alcohol Free Workplace Policy, effective March 15, 2012. On a roll call vote, all Commissioners voted yes and the motion carried unanimously. A copy of that policy is available in the Human Resources Office.

Ms. Haefner reminded everyone that the Connecting Nicollet County group will be at the Government Center on Thursday, February 2nd.

Auditor-Treasurer Bridgette Kennedy requested that the Board consider several applications for disaster abatement. Upon a motion by Commissioner Haack and seconded by Kolars, it was moved to accept the recommendation of the County Auditor-Treasurer and approve the following applications for disaster abatement:

For Timothy & Rebecca West, 2130 Rolling Green Lane, North Mankato for seven months of reduction in tax in the amount of \$1,300 for taxes payable in 2011, due to a burned townhome.

For Nobel & Muriel Hanson, 2134 Rolling Green Lane, North Mankato for eight months of reduction in tax in the amount of \$1,297 for taxes payable in 2011, due to a burned townhome.

For James & Cheryl Levin, 2132 Rolling Green Lane, North Mankato for six months of reduction in tax in the amount of \$1,030 for taxes payable in 2011, due to a burned townhome.

The motion carried unanimously.

Auditor-Treasurer Kennedy provided information to the Board relating to several requests for reduction in value, and requested their consideration of those requests. Upon a motion by Commissioner Haack and seconded by Kolars, it was moved to accept the recommendation of the County Auditor-Treasurer and approve the following applications for reduction in valuation:

For Scott & Sandra Anderson of 532 Range Street, North Mankato for property located at parcel 18.702.0070 in North Mankato, for taxes payable in 2012.

For Patrick Thomas & Janet Varuska of 338 Nicollet Avenue, North Mankato for property located at parcel 18.685.0780 in North Mankato, for taxes payable in 2012.

For Julie V. King of 515 Sherman Street, North Mankato for property located at parcel 18.643.0290 in North Mankato for taxes payable in 2012.

For Ann M. Wold of 212 S. Lake Street, North Mankato for property located at parcel 18.455.0110 in North Mankato for taxes payable in 2012.

For Scott P. Wylie of 530 McKinley Avenue, North Mankato for property located at parcel 18.557.2460 in North Mankato for taxes payable in 2012.

For Todd and Jennifer Fritz of 1052 Marie Court, North Mankato for property located at parcel 18.747.0160 in North Mankato for taxes payable in 2012.

For Sheila Anderson of 424 South Avenue, North Mankato for property located at parcel 18.803.0180 in North Mankato for taxes payable in 2012.

For Jon & Robyn Thompson of 514 Nicollet Avenue, North Mankato for property located at parcel 18.559.0130 in North Mankato for taxes payable in 2012.

The motion carried unanimously.

Auditor-Treasurer Kennedy provided information on donations received in the last quarter of 2011 and requested Board approval of those donations. It was suggested that Department Heads be reminded that thank you letters to people making donations are always appreciated. Upon a motion by Commissioner Stenson and seconded by Kolars, it was moved to accept the recommendation of the Auditor-Treasurer and adopt the resolution noting donations received from October 1, 2011 through December 31, 2011. The motion carried unanimously.

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

WHEREAS, the Nicollet County Auditor=s Office has compiled a list of donations made to the County from September 30, 2011 through December 31, 2011.

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

**Donations received by Nicollet County
September 30, 2011 through December 31, 2011**

<u>FROM WHOM</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
-------------------------	----------------------	-----------------------

John & Marlene Haack	\$ 120.00	Veteran's Van
Nicollet American Legion Aux.	\$ 100.00	Veteran's Van
Various Donors	\$ 950.00	Veteran's Van
Various Donors	\$ 355.00	Loan Closet
United Way	\$ 625.00	Senior Transportation
Altamira Cohrt	\$ 200.00	Senior Transportation
Various Donors	\$ 600.26	Senior Transportation
St. Peter Fire Dept. Auxiliary	\$ 500.00	Winter Survival Kits
River's Edge Medical Staff	\$ 217.48	Winter Survival Kits
Auto Restorer's Club, Inc.	\$ 1,000.00	K-9 Unit
Lafayette Area Lion's Club	\$ 100.00	Holiday Warming Tree
Various Donors	\$ 100.00	Seven Mile Creek Park/Wood
Judy Hanson	\$ 2 frames	Historic Preservation Commission

Auditor-Treasurer Kennedy requested that the Board consider approval of fund balance designations, a resolution and policy in regard to GASB54. Upon a motion by Commissioner Stenson and seconded by Kolars, it was moved to accept the recommendation of the Auditor-Treasurer and adopt the resolution in regard to fund balance classifications and authorize the Auditor-Treasurer to assign these classifications in accordance with GASB Statement 54, and adopt the Fund Balance Policy, also in accordance with GASB #54. The motion carried unanimously.

Fund Balance Classifications

BE IT RESOLVED, fund balance refers to the difference between assets and liabilities in the governmental funds balance sheet. This information is one of the most widely used elements of state and local government financial statements.

BE IT FURTHER RESOLVED, the Governmental Accounting Standards Board (GASB), in February 2009 issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*.

BE IT FURTHER RESOLVED, Governments are required to implement Statement 54 for fiscal years first ending June 30, 2011 or calendar year December 31, 2011.

BE IT FURTHER RESOLVED, the objective of the standard is to enhance the usefulness of fund balance information included in the financial report through clearer fund balance classifications that can be more consistently applied, and to clarify existing governmental fund type definitions.

BE IT FURTHER RESOLVED, the Statement 54 establishes new fund balance classifications based on constraints imposed on how resources can be spent. The existing components of fund balance are reserved, unreserved, designated, and undesignated. Statement 54 replaces these components with non-spendable, restricted, committed, assigned, and unassigned as defined below:

- **Non-spendable** - amounts that cannot be spent because they are either not in spendable form (for example, inventory or prepaid items) or legally or contractually required to be maintained intact (such as the corpus of a permanent fund).
- **Restricted** - amounts that can be spent only for specific purposes stipulated by constitution, external resource providers, or through enabling legislation.
- **Committed** - amounts that can be used only for specific purposes determined by a formal action of a government's highest level of decision-making authority.
- **Assigned** - amounts a government intends to use for a specific purpose that do not meet the criteria to be classified as restricted or committed.
- **Unassigned** - amounts not contained in the other classifications.

BE IT HEREBY RESOLVED, the Nicollet County Board of Commissioners gives authority to the Nicollet County Auditor-Treasurer to assign fund balance classifications, in

accordance with GASB Statement 54 for the Nicollet County Financial Statement year ending December 31, 2011 and future Nicollet County Financial Statements.

A copy of this policy is available in the Office of the Auditor-Treasurer.

County Administrator Robert Podhradsky addressed the Board to request approval of several additional committee assignments. Upon a motion by Commissioner Stenson and seconded by Beatty, it was moved to appoint the following persons to the Criminal Justice Committee:

North Mankato	Chris Boyer
St. Peter	James Brandt
St. Peter	Matt Peters
State DOC	Neil Johnson
Gustavus College	Ray Thrower
CADA	Sara Day
Public Defender	Scott Cutcher

The motion carried unanimously.

The following names were included in the 2012 Committee listing:

JOINT AIRPORT ZONING BOARD FOR
LE SUEUR MUNICIPAL AIRPORT

Mandy Landkamer
Robert Podhradsky

Mr. Podhradsky suggested that the name of the Pay, Benefits & Compensation Committee be shortened. It was the consensus of the Board that it be entitled Compensation Committee.

Administrator Podhradsky also requested that the Board consider adoption of a resolution in support of AMC's Minnesota REDESIGN – "MAGIC" ACT. He noted that, at this time only two counties in the state have not approved the resolution in support of this program. Upon a motion by Commissioner Kolars and seconded by Haack, it was moved to adopt the resolution provided by the Association of Minnesota Counties, noting support of AMC's Minnesota REDESIGN – "MAGIC" ACT. The motion carried unanimously.

MINNESOTA ACCOUNTABLE GOVERNMENT, INNOVATION
AND COLLABORATION (MAGIC) ACT -
NICOLLET COUNTY RESOLUTION OF SUPPORT

WHEREAS, Minnesota is consistently placed at or near the bottom of national measures that assess the capacity for local government innovation in all 50 states, and

WHEREAS, Minnesota and its counties face significant demographic trends that will require innovative approaches to program delivery in order to adequately meet the growing and changing needs of citizens, and

WHEREAS, counties with innovative ideas should be provided the requisite opportunity and flexibility to successfully implement those ideas so as to best serve their communities, and

WHEREAS, counties across Minnesota boast significant geographic, demographic and economic diversity that thus requires maximum flexibility in programmatic implementation, and

WHEREAS, counties are willing and able to identify, implement and methodically verify increased programmatic efficiencies through a process that will cultivate and sustain a strong and trusting state-local partnership, and

WHEREAS, transitioning to an outcomes-based system of program evaluation is in the best interest of every Minnesota citizen and government that desires to maximize

public resources and enhance the quality of life in their community to the fullest extent possible.

BE IT THEREFORE RESOLVED that Nicollet County recommends that the Legislature and governor work cooperatively with all 87 counties to swiftly pass the MAGIC Act into law during the 2012 legislative session, thus implementing a system that will enhance and incent local government efficiency and innovation throughout Minnesota by:

1. Allowing counties to take any action not prohibited by state law to provide for the health, safety and general welfare of the public, and
2. Creating a measured, outcomes-based waiver process whereby counties, in partnership with the legislative and executive branch of state government, can implement efficiency-based, time-limited pilot programs that are subject to final review by the Legislature and governor and will create a repository of best practices so as to improve long-term policy decisions across the state.

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

- Discussed scheduling a joint meeting with Brown County Commissioners and staff. Tentative date for this meeting would be February 21st at 12:30 – at the St. Peter Community Center. It was the consensus of the group that this date would work.
- Talked about County Day at the Capitol – meeting with AMC and legislators. Suggested dates would be between Feb. 1 and Feb. 29 – on Thursday or Friday. The date of February 24th was selected.

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

- Discussed a Ditch System Committee meeting
- Met with Candace Webster from the State Auditor's Office
- Talked about Minnesota River Board meetings – noting that the annual meeting for this committee will be in St. Peter – on July 16 at the St. Peter Community Center
- Reminder of the Public Hearing and Board meeting on Friday morning, January 27th

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

Commissioner Jack Kolars

- Discussed a recent Highway 14 meeting in Owatonna

Commissioner David Haack

- Traverse des Sioux Library meeting

Commissioner Marie Dranttel

- Ditch Committee meetings
- Law Library meeting
- Nicollet County Historical Society Annual meeting

Commissioner James Stenson

- Various Board and Budget meetings
- Township Officers meeting
- Budget Input Meeting
- Tri-County Solid Waste Joint Powers Board meeting

- Union Negotiation Meetings
- Planning & Zoning Advisory Commission meeting
- Brown/Nicollet CHS Executive Committee meeting
- Nicollet County Liaison Committee meeting
- Extension Committee meeting
- Ditch Meeting
- Brown/Nicollet CHS Budget Meeting
- Individual Department Head meeting
- Sioux Trails Mental Health meeting
- Brown/Nicollet CHS Full Board meeting
- Noted a New Sweden Dairy meeting tonight
- Noted that the Farm Service Agency in St. Peter will be closing. A public meeting will be held on Wednesday, February 1st at 9:00 in Lafayette
- Discussed a letter from a head hunter about the upcoming Administrator's vacancy. This item will be placed on the March 23rd Workshop agenda.

The AMC Legislative Conference is scheduled for March 21st and 22nd.

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.

There was discussion of again including a newsletter in the tax statements. It was the consensus of the Board that this would be a good idea.

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

THESE ARE DRAFT MINUTES AND NOT YET APPROVED BY THE BOARD

OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS OF THE
COUNTY OF NICOLLET
Serving as the Ditch Authority
January 27, 2012

The Nicollet County Board of Commissioners met as the Ditch Authority for a public hearing on Friday, January 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 Assistant County Attorney Joe Smentek, Administrator Robert Podhradsky, Auditor-Treasurer Bridgette Kennedy, and Recording Secretary Margo Brown.

The first order of business for the public hearing was to discuss issues regarding County Ditch 76A. There were three (3) citizens present at the hearing, as well as representatives from the Davis Family Dairy, and County staff. Public Works Director Seth Greenwood presented information regarding the proposed relocation of a portion of County Ditch 76A on property owned by the Davis Dairy. He noted that the Ditch Committee had prepared a recommendation regarding this proposal and he read and provided copies of that document to those present.

Mitch Davis from the Davis Dairy – noted that the official title of the proposed facility is the Granby Calf Ranch LLC. They appreciate the time the County has taken to help with their proposal. He explained that they have experience in working with changes of this type to ditch and water systems, and they are concerned about the extra time an outside engineer will take to provide a report. There will also be extra expenses to the 'dairy' and to the county. Al Larson, engineer with the Dairy, noted that they are hoping to begin construction in 4-6 weeks and they would like to do the tile work first.

Mr. Gary Koch, the attorney for the 'Dairy' provided additional information to the Board. Regarding, the engineering review, he stated that the Ditch Authority has authorization to appoint an engineer for this project and they would like to suggest that the Dairy's engineer, Al Larson, be appointed, to work in conjunction with the County's Engineer, Seth Greenwood.. Mr. Larsen is familiar with the project and has the qualifications, which would ultimately save time and money for the Dairy and the County. A bond will be provided and the setbacks proposed are satisfactory.

Mr. Greenwood noted that it was the recommendation of the Ditch Authority and the County Attorney that the firm of SEH be hired. He stated that the firm of SEH could potentially be finished with the feasibility report and the final report within 2-3 weeks at a cost of approximately \$6,000.

Attorney Koch stated that, since they are only moving the tile and there is only one landowner affected upstream, the Board could consider utilizing the services of the Dairy's and the County's engineers. The Dairy would indemnified the County from expense or damages.

Jim Stenson was very agreeable with utilizing quotes for the selection of a contractor and felt that the landowner (Dairy) should be able to hire the contractor that they want.

Jack Kolars asked Assistant County Attorney Smentek about issues relating to state statute, and why we have to hire independent engineer. Mr. Smentek noted that previous cases show that it's prudent to hire a separate engineer in order to look out for the interest of the County and other landowners along the ditch. Mr. Koch noted that the statute states that the drainage authority can appoint an engineer, but he didn't feel it had to be an

independent firm. He was confident that Engineer Al Larsen could do the work and had already completed much of it in his reports.

Jim Stenson talked about the driveway to the facility that goes over a tile line and wondered if that. Also would be an issue. Seth noted that it is not a change in the ditch system and the county would just oversee that construction.

Bruce Beatty noted that the committee recommended a separate engineer, noting that there could be a conflict of interest if the decision is made to have the Dairy's engineer and the County's engineer do the engineering work.

Jack Kolars stated that he would feel more comfortable with a third party engineer.

Chair Beatty closed the public hearing. There was discussion of hiring the contractor to do the work, noting that the Public Works Director and the Dairy engineer would be authorized to choose that contractor. Jim Stenson had a concern that SEH would not be able to complete this work in the proposed timeline, and he asked that Seth continue checking with them to get the project completed within the allotted 2-3 week time period. A bond will need to be provided in order to proceed with the project. Attorney Koch noted that they could have a bond available with hours.

Upon a motion by Commissioner Dranttel and seconded by Kolars, it was moved to accept the written recommendations from the Ditch Committee in its entirety, authorizing the Public Works Director to hire SEH Engineering firm to prepare a report regarding the changes to County Ditch 76A and proceed with the project as noted in the report. On a roll call vote, Commissioners Dranttel, Kolars, Haack and Beatty voted yes and Commissioner Stenson voted no. The motion carried 4-1.

Upon a motion by Commissioner Kolars and seconded by Stenson, it was moved to adjourn the meeting of the Ditch Authority at 9:41 a.m.

At this time, the Nicollet County Board of Commissioners met for a special Session to discuss a conditional use permit request from the Davis Family Dairy for construction of the Granby Calf Ranch, LLC. Chair Dr. Bruce Beatty called the meeting to order at 9:42 a.m. Commissioners David Haack, Marie Dranttel, James Stenson, and Jack Kolars were present. Also present were Assistant County Attorney Joe Smentek, Administrator Robert Podhradsky, Auditor-Treasurer Bridgette Kennedy, and Recording Secretary Margo Brown.

Rob Redding, Environmental Services Deputy Zoning Administrator provided information to the Board relating to the conditional use permit request from Davis Family Dairy. Upon a motion by Commissioner Stenson and seconded by Dranttel, it was moved to accept the Planning and Zoning Advisory Commission's December 19, 2012 report, recommendations, and findings as submitted therein, which includes the following conditional use permits:

Davis Family Dairies, LL Permit No. C-24-11 Granby Township
contingent upon final approval of the engineer's report by the County and the Davis Family Dairy.

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

Mr. Podhradsky noted that the date selected for the Capitol for a Day tour (Friday, February 24) will not work for legislators. He provided a number of other dates that could be selected. The Board reviewed the dates provided by the Administrator and it was their decision that the Board not make any definite plans at this time. The issue may be discussed at a later date.

The Board discussed the upcoming Connecting Nicollet County Day to be held on February 2nd. The meeting adjourned at 9:55 .m.



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:	Kristen Thomas		
Address:	38904 State Hwy 99		
City:	St Peter	State:	MN Zip: 56082
Telephone:	507-317-2180		
Sponsoring Organization:	Lasting Imprint.		
Address:	P.O. Box 261		
City:	Mankato	State:	MN Zip: 56002
Telephone:	507-317-2180		
Occasion for Parade:	Community Has Heart Walk/Awareness Event		
Date of Parade:	5-5-12	Estimated Length of Parade:	200-500 people.
Estimated Starting Time:	11:00am	Estimated Finish Time:	2pm.
General Composition of Parade:	Adults, Children, Strollers SLP		
Starting @ shelter 2 ending @ #3 2 times around lake.			

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.

Kristen Thomas
Applicant

1-13-12
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

01-13-2012
Date

COMMENTS/ADDITIONAL STIPULATIONS:

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

will also use #3

PERMIT #: 25 -2012 SHELTER: SLP # 2 Gazebo + Pier FEE: 80.00

TYPE OF EVENT: Community Day DATE VALID: 5-5-12 HOURS: 11:00-3:00 walk
8:00-5:00 Setup + cleanup

ORGANIZATION: Lasting Imprint SIZE: 250-500

APPLICANT NAME: Kristen Thomas

ADDRESS: (P.O. Box 261) 38904 St. Hwy 99 CITY: St. Peter

ZIP: 56082 DAYTIME PHONE #: 507-317-2180

TENTS: ✓ ELECTRICITY: ✓ ALCOHOL: —

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

AUDIO DEVICES: DJ - Radio Station 11am-3pm

Amplified music or band requires Council approval

Am. Red Cross Blood Mobile, walk around lake, Kids fun run, bounce

OTHER: house / slides, Food Vendors

PERMIT APPROVED: _____ DATE: 1-13-12

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: [Signature]
Applicant

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 3 -2012 SHELTER: SLP #1 FEE: 60.00

TYPE OF EVENT: Family Picnic DATE VALID: 8-5-12 HOURS: 10am-4pm

ORGANIZATION: Catholic Order of Foresters SIZE: 80

APPLICANT NAME: Dennis Huettl

ADDRESS: 412 Tyler Ave. CITY: N. MKTO

ZIP: 56003 DAYTIME PHONE #: 387-8156

TENTS: NO ELECTRICITY: yes ALCOHOL: NO

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

AUDIO DEVICES: PA System for Bingo
Amplified music or band requires Council approval

OTHER: _____

PERMIT APPROVED: _____ DATE: 8-11-11

PERMIT DENIED: _____

REFER TO COUNCIL: ✓

Nancy Gehrke / 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: Dennis Huettl 8/11/11
Applicant

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 14 -2012 SHELTER: Wheeler FEE: NC
Annual 4-27-12 walk: 2:00 pm
 TYPE OF EVENT: Walk DATE VALID: 4-28-12 HOURS: Registration: 1 pm
Shelter reserved April 27 - Apr. 29 to setup & remove 4-29-12 Set-up: 8:00 - clean-up 5 pm
 ORGANIZATION: march of dimes SIZE: 600
 APPLICANT NAME: Barb Dorn
 ADDRESS: 107 North Second St. Ste 103 CITY: Mankato
 ZIP: 56001 DAYTIME PHONE #: 507-388-6342 fax: 388-1543

TENTS: NO ELECTRICITY: ✓ ALCOHOL: NO

AUDIO DEVICES: Kdog radio show 1 DJ 1-100 Watt Amp
 If keg beer, a \$250 deposit and \$25 fee are required.
 Amplified music or band requires Council approval
music played 1-5 on 28th

OTHER: SLP #1 to be used for rest area for walkers on 28th

PERMIT APPROVED: _____

DATE: 11-3-11

PERMIT DENIED: _____

REFER TO COUNCIL: ✓

Nancy Lehrke 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: Barb Dorn
 Applicant

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: Barb Dorn - Division Director
Address: 107 N. 2nd St. Suite 103
City: Mankato State: MN Zip: 56001
Telephone: (507) 388-6342
Sponsoring Organization: March of Dimes
Address: 107 N. 2nd St. Suite 103
City: Mankato State: MN Zip: 56001
Telephone: 507-388-6342
Occasion for Parade: March For Babies
Date of Parade: 4/28/12 Estimated Length of Parade: 4.5 miles
Estimated Starting Time: 2pm Estimated Finish Time: 4pm
General Composition of Parade: Walk

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.

Applicant

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.

Chief of Police

Date

COMMENTS/ADDITIONAL STIPULATIONS:



North Mankato

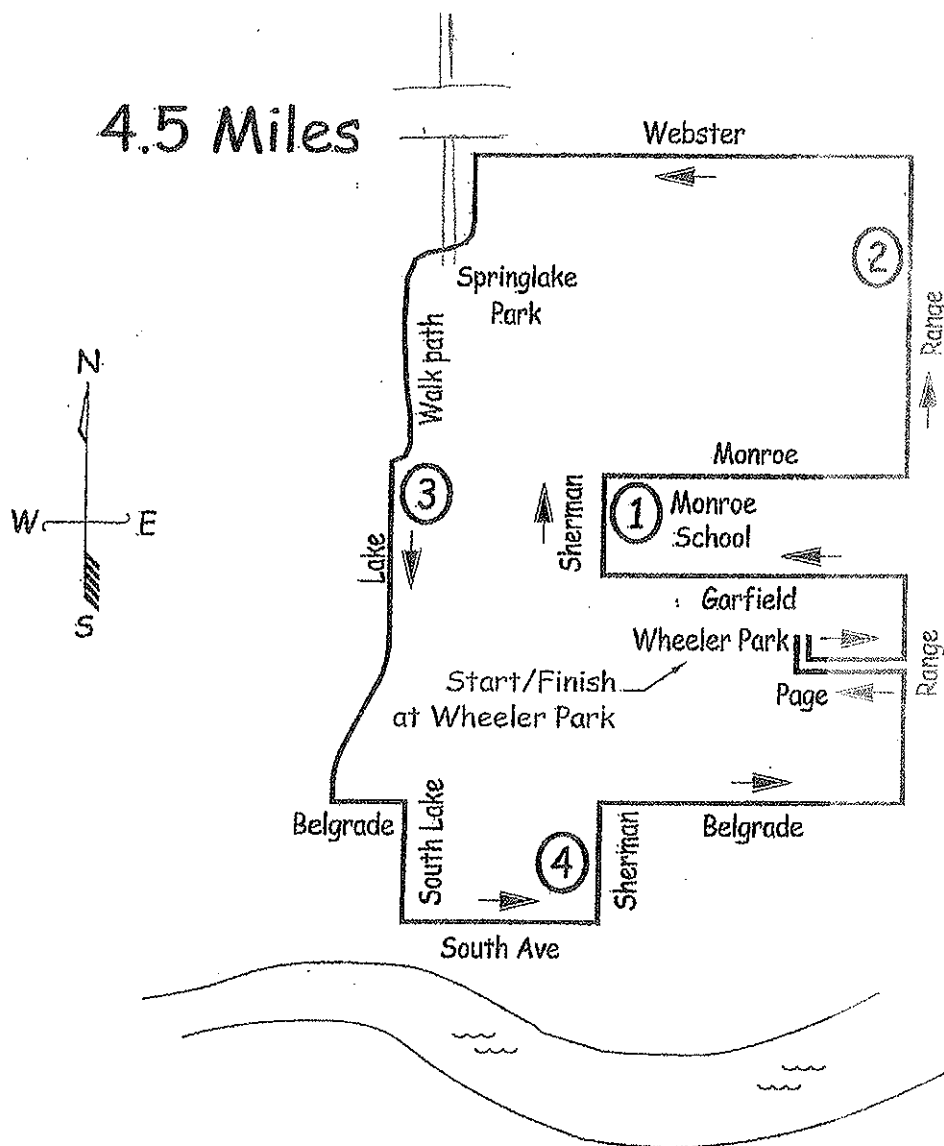
When: Sunday, April 25, 2010

Time: 1:00pm Registration
2:00pm Start of Walk

Start/Finish: Wheeler Park in North Mankato

Check Points: 1. Monroe School
2. Mankato Tent & Awning
3. Springlake Park
4. Belgrade Methodist Church

4.5 Miles



Route Information:

The Checkpoints are there so the walkers can fill up with water and grab a snack during the walk.

There will be a table and two volunteers at each Checkpoint. Walkers pass by these Checkpoints – there is not a large gathering by any of these points marked on the route map.

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 29-2012 SHELTER: SLP #2 FEE: 80.00

TYPE OF EVENT: wedding DATE VALID: 6-16-12 HOURS: 10:00a-10:00pm
social hour 7:30-8:30 ceremony @ 8:45

ORGANIZATION: Swing/Stueven SIZE: 75-100

APPLICANT NAME: Laura Swing

ADDRESS: 729 Belgrade CITY: N. Mankato

ZIP: 56003 DAYTIME PHONE #: 340-4545

TENTS: ELECTRICITY: yes ALCOHOL: cans

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

AUDIO DEVICES: microphone for ceremony
Amplified music or band requires Council approval maybe iPod for music

Will have ice cream wagon on-site.

OTHER:

PERMIT APPROVED: DATE: 1-25-12

PERMIT DENIED:

REFER TO COUNCIL: Nancy Behrke by VS
City Clerk

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

PROHIBITED

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

ALLOWED

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

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

SIGNED: [Signature] 1/25/12
Applicant Date

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 11A	Department: Planner	Council Meeting Date: 02/06/12																																																				
TITLE OF ISSUE: Set Public Hearing for 7 p.m. on Tuesday, February 21, 2012 for One-Year Extension of Job Creation for Thin Film Technology Project (DEED Grant Agreement #CDAP-09-0099-H-FY10)																																																						
BACKGROUND AND SUPPLEMENTAL INFORMATION: In 2010, Thin Film Technology received a \$250,000 loan from the State Department of Employment and Economic Development as part of a management buyout of their parent company. As part of the DEED loan agreement, Thin Film was required to retain and create jobs in 2011. As Thin Film is still in the process of hiring employees, they are requesting a one-year extension for job creation purposes. Attached is a letter from Thin Film requesting an extension. As part of the process, it is necessary to set a public hearing for Tuesday, February 12, 2012 at 7 p.m.																																																						
<i>If additional space is required, attach a separate sheet</i>																																																						
REQUESTED COUNCIL ACTION: Set Public Hearing for February 21, 2012.																																																						
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Schindle	_____	_____	Norland	_____	_____	Steiner	_____	_____	Freyberg	_____	_____	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="text-align: center;">Other (specify)</td> <td colspan="3" style="text-align: center;">Notice of Hearing, Letter from Thin Film</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)		Notice of Hearing, Letter from Thin Film			_____					_____					_____					_____				
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NOTICE OF HEARING ON ONE-YEAR EXTENSION
OF JOB CREATION FOR THIN FILM TECHNOLOGY PROJECT
(DEED GRANT AGREEMENT #CDAP-09-0099-H-FY10)

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 7:00 p.m. on the 21st day of February, 2012, to hold a public hearing to consider a one-year extension of job creation for Thin Film Technology Project (DEED Grant Agreement #CDAP-09-0099-H-FY10). Such persons as desire to be heard with reference to the proposed extension will be heard at this meeting.

Dated this 7th day of February, 2012.

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



1980 Commerce Drive, N. Mankato, MN 56003 Tel: 1-507-625-8445 Fax: 507-625-3523 www.thin-film.com

January 31th, 2012

To: Michael Fischer, City Planner & City Council of North Mankato

RE: Request for 1 Year Extension for Job Hiring

Dear City Council,

The reason for this letter is kindly request that TFT receives a 1 year extension for job creation of 5 new hires in 2012. TFT was able to retain about 5 employees in the prior 2 years. Some of our prior year highlights are shared below:

TFT-DEED Loan Background:

Thin Film Technology has successfully completed the management buyout of the Susumu Company from Kyoto, Japan. Thin Film Technology received a \$250,000 Minnesota Investment Fund grant from the Minnesota Department of Employment and Economic Development to purchase business related equipment. As of the date of this report the \$250,000 has been used to purchase the necessary equipment.

TFT Operating Performance:

TFT experienced a 44% increase in revenue year over year, as planned, in the first full fiscal year of operation. Year to date, 9 months into the 2nd full fiscal year, the company has achieved an additional 16% increase in revenue year over year. This is short of the original plan for the year, however it is a significant achievement considering the severe impact on the whole industry from an earthquake in Japan, and devastating flooding in Thailand. The industry as a whole is now reported to be on a recovery trend, along with the customer base of Thin Film Technology. It is expected that job growth will result from even stronger future market conditions.

Although our Sales revenue grew year over year, our Manufacturing Sales did not meet our annual plan projections. Our Mfg Sales need to average about \$200K per month to justify additional hiring.

In 2010, MN State required TFT to use its predecessor's SUTA rates to make payroll related payments. The higher rates resulted the new TFT to make about an additional \$50K as of 2011. The total additional SUTA payment over 4 years is expected to be about \$150K.

DEED Loan Repayment as of 12/31/11:

TFT is current on all interest & principal repayment and has repaid about \$44,194 or 18% of total loan amount. Current loan remaining balance at the end of 2011 is \$205,806.

2012 Business Confidence:

We expect the overall electronics market to improve this year. We anticipate that the supplier disruptions from last year's earthquake and tsunami in Japan and flooding in Thailand will stabilize and improve the automotive and computer markets outlook.

Currently, our Sales team is working aggressively with customers to capitalize on several manufacturing opportunities in effort to grow manufacturing sales and utilize our excess factory capacity.

As the projects are realized and manufacturing sales begin to grow, we will be able to lift our hiring freeze and create the 5 new additional positions at TFT.

In closing, we hope the City Council can favorably provide TFT with a one year extension on our job creation schedule. Please free to contact me if you have any questions.

Thanks You.

Sincerely,

A handwritten signature in black ink, reading "Tom Lietha", is written over a horizontal line.

CEO, Thin Film Technology

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 11B	Department: Planner	Council Meeting Date: 02/06/12																											
TITLE OF ISSUE: Carbon Baseline Assessment																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is a proposed agreement among the City of North Mankato, the City of Mankato and the Minnesota Retiree Environmental Technical Assistance Program to prepare Carbon Baseline Assessments for each city.																													
<i>If additional space is required, attach a separate sheet</i>																													
REQUESTED COUNCIL ACTION: Approve Technical Assistance Agreement.																													
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Schindle	_____	_____	Norland	_____	_____	Steiner	_____	_____	Freyberg	_____	_____	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 checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ <u>Memo, Agreement</u> _____ _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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MEMORANDUM

TO: Honorable Mayor and City Council
Wendell Sande, City Administrator

FROM: Michael Fischer, City Planner

DATE: January 31, 2011

SUBJECT: Carbon Baseline Assessment

The Minnesota Pollution Control Agency (MPCA) operates and oversees the Minnesota Retiree Environmental Technical Assistance Program (RETAP), which provides technical assistance to communities for environmental and sustainability related projects.

City staff has had ongoing coordination with the Envision 2020 Energy Conservation Task Force in completing a Carbon Baseline Assessment for the North Mankato and Mankato area. The Energy Conservation Task Force has approached the City with interests of pursuing technical assistance in order to complete a Carbon Baseline Assessment. The RETAP Program has offered 40 hours of no-cost technical assistance on an as-needed basis to assist the Energy Conservation Task Force in completing an Assessment.

According to RETAP, the goal of the Assessment is to estimate the greenhouse gas emissions associated with the activities of the people who live, work, travel, visit and recreate within the community. Additionally, the Assessment can serve as a tool for the City's efforts to become more sustainable and to do its part in meeting the State's energy efficiency and greenhouse gas reduction goals as part of the Next Generation Energy Act.

Attached for City Council consideration is an Agreement among the City of North Mankato, the City of Mankato and RETAP for technical assistance to prepare Carbon Baseline Assessments for each City.

Officials representing the cities of Mankato and North Mankato:

February ____, 2012

Re: Agreement among the City of Mankato, the City of North Mankato, and the Minnesota Retiree Environmental Technical Assistance Program

Thank you for your request for help from the Community Sustainability Assistance division of the Minnesota Retiree Environmental Technical Assistance Program (RETAP). Upon acceptance, this letter will document the agreement whereby a RETAP consultant, namely, Michael Orange (Consultant), will help the City of Mankato and the City of North Mankato prepare two community-wide carbon baseline assessments, one for each city.

The two cities have primary responsibility to gather and compile the necessary data, with assistance from volunteers of the Energy Conservation Task Force. The Energy Conservation Task Force will complete needed analyses of the data and prepare and present reports. The Consultant is responsible for helping the cities and the Energy Conservation Task Force as much as possible with these tasks. The total RETAP consulting commitment is expected not to exceed 40 hours. In the event additional consulting hours are required to complete the two assessments, RETAP may choose to extend the allowable number of consulting hours. There are no expectations for the Consultant to travel to either city.

These consulting services will be provided to the two cities at no cost to you. You have no obligation under this agreement to implement the recommendations provided by the Consultant. However, this letter confirms that you will make an effort to complete the two assessments. This letter also confirms that you agree to cooperate in providing follow-up data to Minnesota RETAP regarding the status of the two baseline assessments.

In consideration of the consulting services to be provided to you (hereinafter "The Company/Organization") at no cost, it is agreed as follows:

1. Neither any member of Minnesota RETAP, the State, nor the University of Minnesota (hereinafter "The Parties") nor their respective agents and employees shall be held liable for any verbal or written statements made during or resulting from the assessment and final report. It is further understood and agreed that The Parties, and their respective agents and employees assume no liability to The Company/Organization, its officers, directors, agents, employees, or to any third party for any damages to property, both real and personal, or personal injuries, including death, arising out of or in any way connected with the services provided at no cost under this agreement. In addition, The Company/Organization shall indemnify and hold harmless the Parties, and their respective agents and employees from any and all costs, demands, or damages, including any attorney fees, arising out of or in any way connected with the services provided at no cost under this agreement.

2. It is further understood and agreed that The Parties and any of their respective agents and employees do not: (a) make any warranty or representation of any kind whatsoever, either expressly or implied, to the accuracy, safety, completeness, usefulness, or reliability of any information, apparatus, product, method, or process in any way related to the assessment; (b) assume any liability or responsibility for the use of, or for damages resulting from the use of, any information, apparatus, product, method, or process in any way related to the assessment; and (c) represent that the use of any information, apparatus, product, method, or process in any way related to the assessment would not infringe privately owned rights. The Company/Organization further understands and agrees on behalf of itself, its officers, directors, agents, and employees that it is solely responsible for determining the adaptability or suitability of the assessment and final report for its purposes.

If the above correctly reflects our agreement, please sign and date both original copies on behalf of The Company/Organization in the space provided and return one original to the following address. **Minnesota RETAP will not be able to begin work without your acceptance and signing of this document.**

Paul Moss
MPCA, Sustainable Communities Team
520 Lafayette Rd. N., St. Paul, MN 55155

Thank you for your interest and agreement to participate in this worthwhile project.

Very truly yours,

Michael Orange, Consultant
Minnesota Retiree Environmental Technical Assistance Program
1211 Bidwell St.
St. Paul, MN 55118
orange_michael@msn.com, 651-457-8793

Accepted and agreed to this date _____.

By: _____ (authorized representative or officer of the City of Mankato)

Title: _____

By: _____ (authorized representative or officer of the City of North Mankato)

Title: _____

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 11C	Department: Planner	Council Meeting Date: 02/06/12																																																					
TITLE OF ISSUE: 2011 Building Permit Report																																																							
BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is the 2011 end-of-year building permit report.																																																							
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REQUESTED COUNCIL ACTION: Information Only. No Action Required.																																																							
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Issued Building Permits - Year to Date Report

	Single Family	Duplex	Twin Homes	Townhome Condos	Apt./ Asst. Living	Garages	Industry Commercial	Other	Residential Remodel	Totals
2011										
Number of Permits	15	0	0	4	2	4	55	58	1612	1,750
Number of Units	15	0	0	4	10	0	0	0	0	29
Dollar Value	\$3,957,510	\$0	\$0	\$740,000	\$895,172	\$38,600	\$17,133,415	\$1,812,284	\$11,262,855	\$35,839,836
2010										
Number of Permits	15	0	0	2	0	11	45	44	2073	2,190
Number of Units	15	0	0	8	0	0	0	0	0	23
Dollar Value	\$3,331,230	\$0	\$0	\$1,400,000	\$0	\$142,743	\$3,690,890	\$1,418,178	\$14,379,728	\$24,362,769
2009										
Number of Permits	32	0	0	2	0	9	51	43	905	1,042
Number of Units	32	0	0	2	0	0	0	0	0	34
Dollar Value	\$7,093,960	\$0	\$0	\$304,000	\$0	\$76,300	\$7,917,765	\$960,109	\$4,676,484	\$21,028,618
2008										
Number of Permits	23	0	0	7	0	18	50	36	842	976
Number of Units	23	0	0	15	0	0	0	0	0	38
Dollar Value	\$5,639,190	\$0	\$0	\$2,195,020	\$0	\$251,800	\$10,916,749	\$1,116,530	\$4,336,348	\$24,455,637
2007										
Number of Permits	49	0	0	3	0	11	56	24	682	825
Number of Units	49	0	0	6	0	0	0	0	0	55
Dollar Value	\$10,339,930	\$0	\$0	\$920,120	\$0	\$168,340	\$8,501,543	\$5,468,948	\$3,491,072	\$28,889,953
2006										
Number of Permits	52	1	0	6	0	16	29	16	495	615
Number of Units	52	2	0	16	0	0	0	0	0	70
Dollar Value	\$12,161,566	\$200,000	\$0	\$1,825,526	\$0	\$307,100	\$7,105,822	\$2,423,076	\$2,476,686	\$26,499,776

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12A	Department: Admin.	Council Meeting Date: 02/06/12																																															
TITLE OF ISSUE: 2011 Police Report																																																	
BACKGROUND AND SUPPLEMENTAL INFORMATION: Chief Boyer will be on hand to present the 2011 Police Department Annual Report and respond to questions.																																																	
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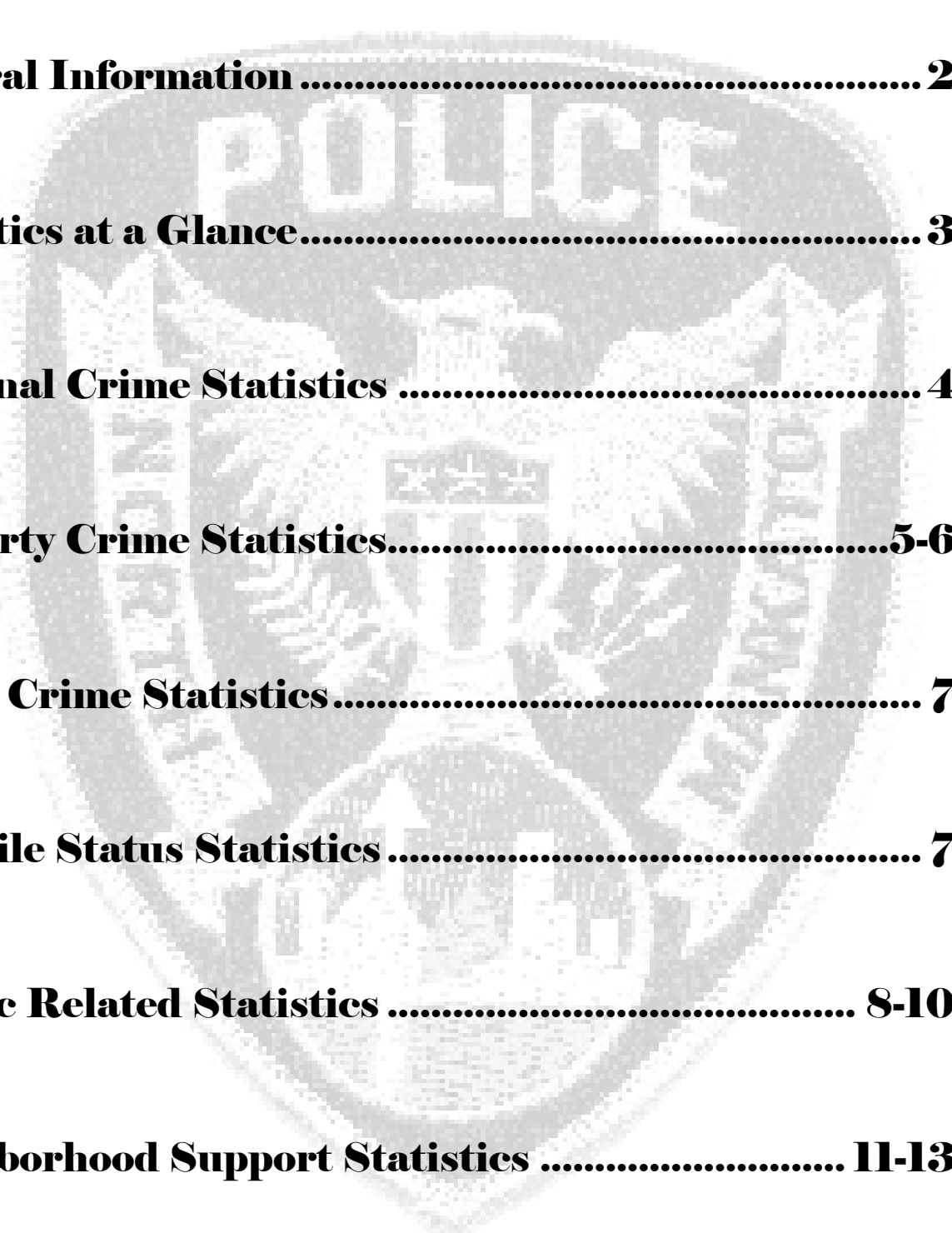
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North Mankato Police Department

2011 Year End Report

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General Information

North Mankato Police Department

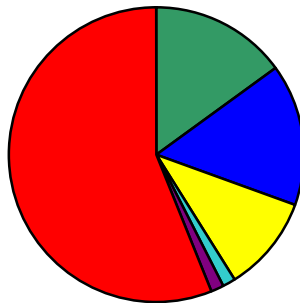
1001 Belgrade Avenue
P.O. Box 2055
North Mankato, MN 56002-2055





Emergency Number: 911
Non-Emergency Dispatch Number: (507) 931-1570
Office Number: (507) 625-4141

Email: 700@nmpd.org
Tip Information Email: tips@nmpd.org

The City of North Mankato Code of Ordinances Access: http://www.amlegal.com/northmankato_mn/
Court Records Access: <http://pa.courts.state.mn.us/default.aspx>.

2011 Police Reports



 Property	 Personal
 Traffic	 Other Crimes
 Juvenile Offenses	 Neighborhood Support



2011 Statistics at a Glance



Personal Crimes	510
Homicide (includes attempts)	0
Terroristic Threats	10
Criminal Sexual Conduct	15
Robbery	3
Assault (includes with deadly weapon)	19
Domestic Assault	18
Harassment	25
Harassing Communications	36
Child/Vulnerable Adult Protection	228
Domestic Disturbance	82
Physical Domestic Disturbance	35
Disorderly Conduct	27
All other reports	12

Property Crimes	481
Residential Burglaries	44
Non-Residential Burglaries	4
Theft from Building	49
Theft from Vehicle	143
Motor Vehicle Theft	8
Financial Theft	30
Shoplifting	0
Property Damage	105
Arson	1
Trespassing/Prowlers	30
All other reports	67

Other Crimes	44
Narcotics	26
Underage Consumption	6
Weapons	2
Liquor Possession	2
All other reports	8

Juvenile Offenses	46
Alcohol	17
Runaways	23
Curfew	3
Tobacco	3

Traffic Related	338
Accident Reports on Public Property	135
Accident Reports on Private Property	63
Bicycle Accidents (No Motor Vehicle)	2
Driving Under the Influence	34
Parking Violations	29
Violation Road & Driving Complaints	75

Neighborhood Support	1,816
Medicals	379
Animal Control	171
Public Assists	151
Suspicious Activity	145
Assist Other Law Enforcement Agencies	122
Gun Purchase Permits Issued	112
Information Only	110
Civil Complaints	106
Alarm Calls	99
Welfare Checks	61
Residence Checks	46
Funeral Escorts	22
All other reports	292

TOTAL REPORTS	3,235
----------------------	--------------

Personal Crime Statistics

Type of Complaint	Reports
Homicide	0
Attempted Homicide	0
Robbery	3
Criminal Sexual Conduct	15
Terroristic Threats	10
Assault	19
Assault with a Deadly Weapon	0
Domestic Assault	18
Bomb Threat	0
Child Protection	208
Vulnerable Adult Protection	20
Domestic Disturbance	82
Physical Domestic Disturbance	35
Pornography	2
Indecent Exposure	0
Peeping Tom	0
Kidnapping/Abduction	0
Disorderly Conduct	27
Harassment	25
Harassing communications	36
Violation/Order for Protection	10
TOTAL PERSONAL CRIME CALLS:	510

The North Mankato Police Department's Personal Crime Statistics decreased in 2011. There were no reported Homicides or Attempted Homicides, a 16% decrease Harassments, 20% decrease in Harassing Communications and a 15% decrease in Disorderly Conducts compare to 2010 statistics.

The North Mankato Police Department investigated 208 Child Protection reports in 2011 with 198 reports being unfounded. The remaining reports were cleared by arrest, referred to Social Services, or are still open investigations. There were 20 Vulnerable adult reports investigates in 2011 with half of those being unfounded and the remaining reports referred to Social Services or still open investigations.

The North Mankato Police Department takes all reports very seriously and diligently investigates each report.

Property Crime Statistics

Type of Complaint	Reports
Arson / Negligent Fires	1
Burglary Residence	44
Burglary Non-residence	4
Financial Theft	
Fraud/Identity Theft	7
Forgery/Counterfeiting	5
Theft by Check	4
Credit Card Fraud	11
Fraud/NSF Checks	3
Property Damage	
Business Damage	6
Private Damage	88
Public Damage	11
Property Theft	
Theft of Motor Vehicle	8
Theft of ATV/MC/Moped	1
Theft of Trailers/Snowmobile	0
Theft from Building	49
Theft from Yard	27
Theft from Motor Vehicle	143
Theft from Boat	1
Theft from Coin Machine	0
Theft of Self-Serve Gas	13
Theft of Parts from Vehicle	0
Shoplifting	0
Bicycle Theft	20
Theft of Services	2
Theft by Swindle	2
Possession of Stolen Property	1
Trespassing/Prowlers	30
TOTAL PROPERTY CRIME CALLS:	481



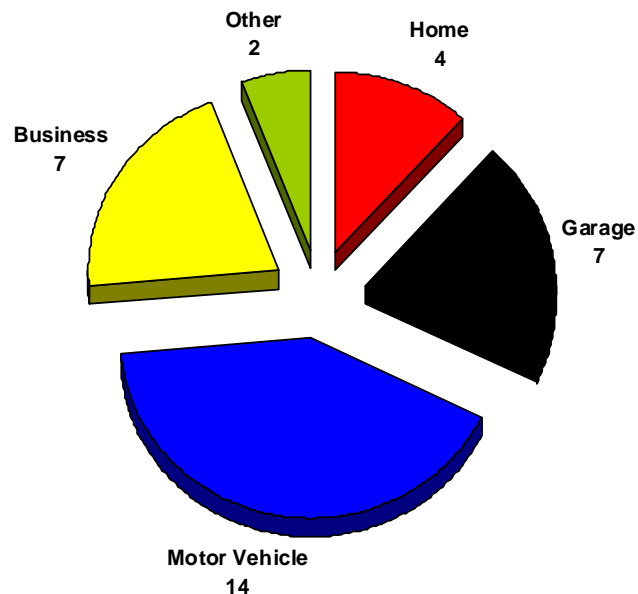
The North Mankato Police Department saw a significant increase in property crimes during 2011. Reports of residential burglaries, non-residential burglaries, and theft from motor vehicles nearly doubled over the previous year and the number of motor vehicle thefts, and trespassing reports tripled over the previous year.

In North Mankato, over 20 individuals were arrested for property crimes. Individuals arrested were often responsible for more than one offense with crimes such as burglary, theft from motor vehicle, and theft of motor vehicle.

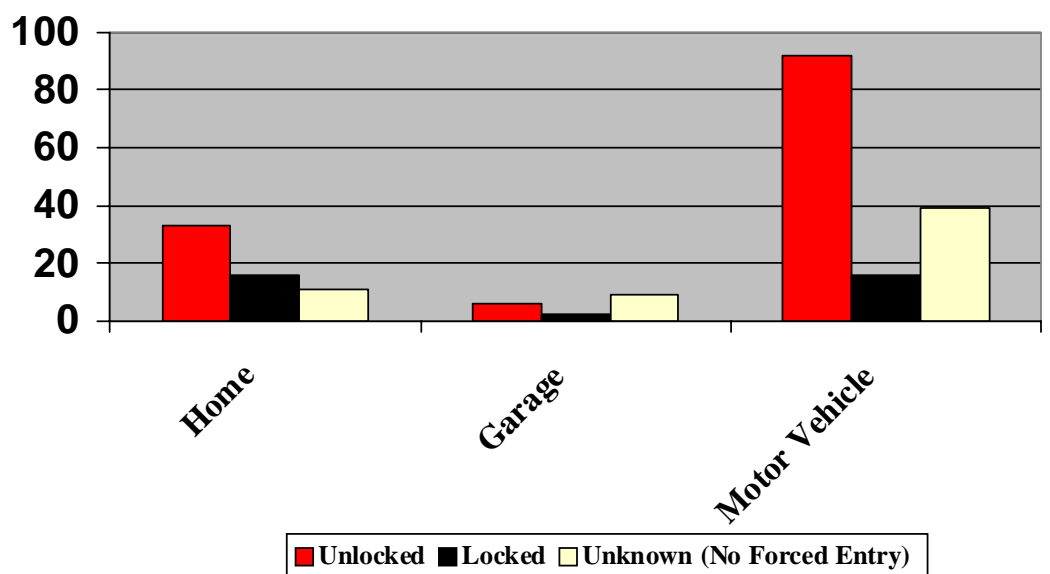
The majority of the thefts from motor vehicle occur when valuables are clearly visible in unlocked vehicles.

The Police Department encourages residents to keep their homes, garages, and motor vehicles secured at all times and report any suspicious activity immediately by calling 911.

Trespassing Report Breakdown



Theft/Burglary Report Breakdown



Other Crime Statistics

Type of Complaint	Reports
Fleeing Police	0
False Information to Police	1
Narcotics	26
Obstructing Legal Process	1
Public Peace	1
Underage Consumption of Alcohol (18 – 21 years)	6
Liquor Possession	2
Littering	2
Fireworks/Discharge	3
Weapons Violations	2
TOTAL OTHER CRIME CALLS:	44



Juvenile Status Statistics

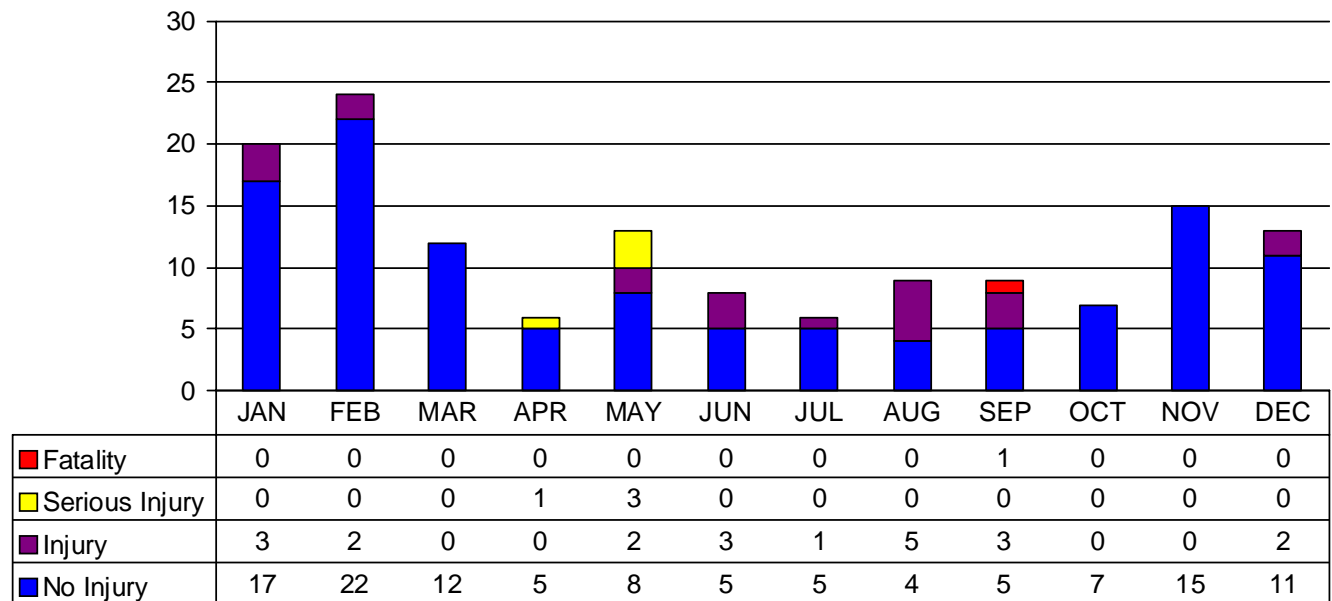
Type of Complaint	Reports
Curfew Violations	3
Runaways	23
Truancy Reports	0
Underage Consumption of Alcohol (Under 18)	17
Underage Tobacco Possession/Use	3
TOTAL JUVENILE STATUS OFFENSES:	46

Traffic Related Statistics

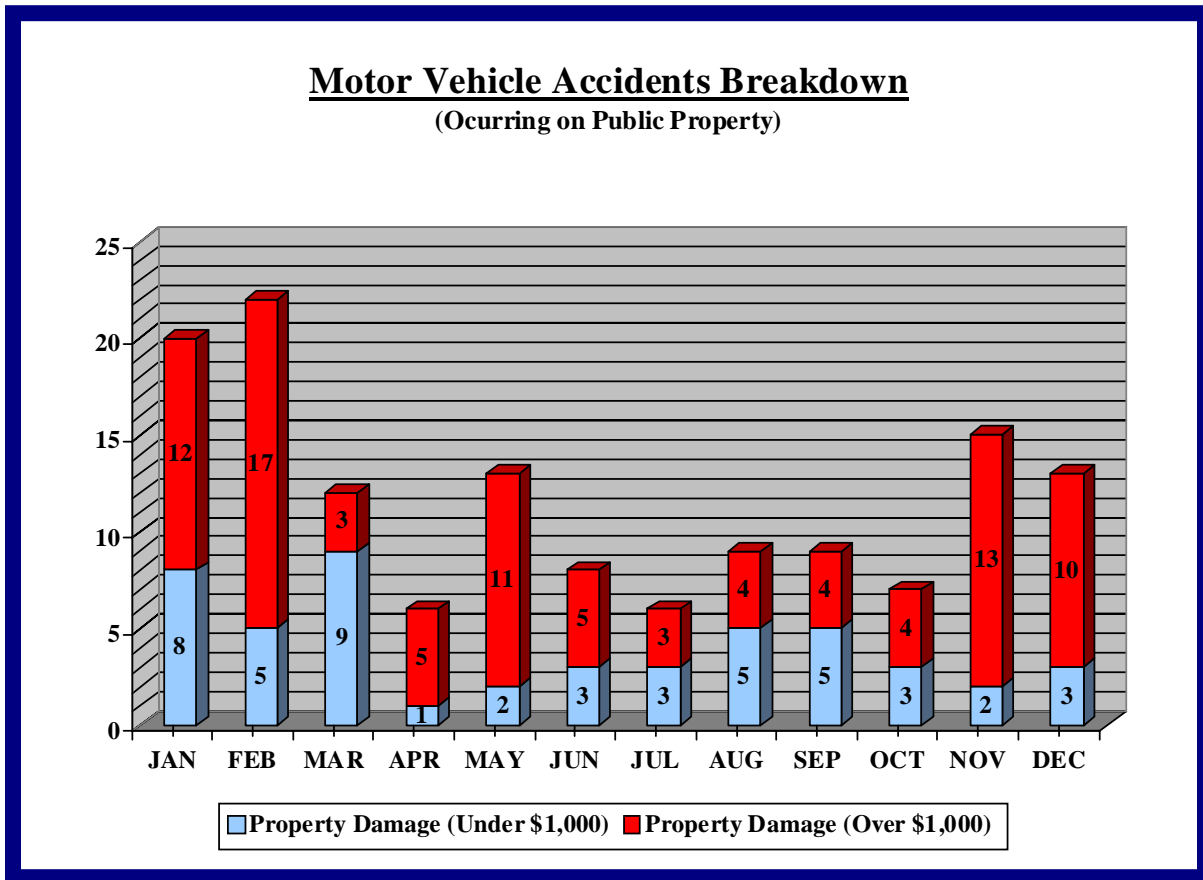
Traffic Related Statistics	
Motor Vehicle Accident Reports	198
Occurring on Public Property	135
Occurring on Private Property	63
Bicycle Accidents (No Motor Vehicle Involvement)	2
Driving While Under the Influence	34
Violations Road & Driving Complaints	75
Parking Violations	29
TOTAL TRAFFIC RELATED CALLS:	338

Motor Vehicle Accident Injury/Fatality Breakdown

(Occurring on Public Property)



Total Public Motor Vehicle Accidents	135
Accidents involving an Under the Influence Driver	2
Involving a Pedestrian	0
Involving Bicycle	4



The North Mankato Police Department saw little change in the number of public accident and private accident reports compared to 2010 numbers. There were 134 Public Accident Reports in 2010 compared to 135 in 2011. There were also 60 Private Accident Reports in 2010 compare to 63 reports in 2011.

The North Mankato Police Department saw a significant 66% decrease in accidents involving an Under the Influence Driver compared to 2010 and a 27% decrease in Driving While Intoxicated arrests. The number of Road and Driving Violations also decreased by 29% from 2010.



Traffic Citations

<u>Violation</u>	<u>Cited</u>
Careless/Exhibition/Reckless Driving	6
Child Restraint	5
Driver's License Violation	14
Driving After Revocation/Cancellation/Suspension of License	55
Driving While Intoxicated	34
Equipment Violation	4
Failure to Yield Right of Way	6
Follow Too Close	1
Improper Registration	17
Leaving the Scene of Accident	4
No Insurance/No Proof of Insurance	34
Open Bottle/Allow Open Bottle	9
Parking Tickets	83
Seatbelt	114
Speeding	105
Semaphore/Stop Sign Violation	18
All Other Violations	23
Total:	532



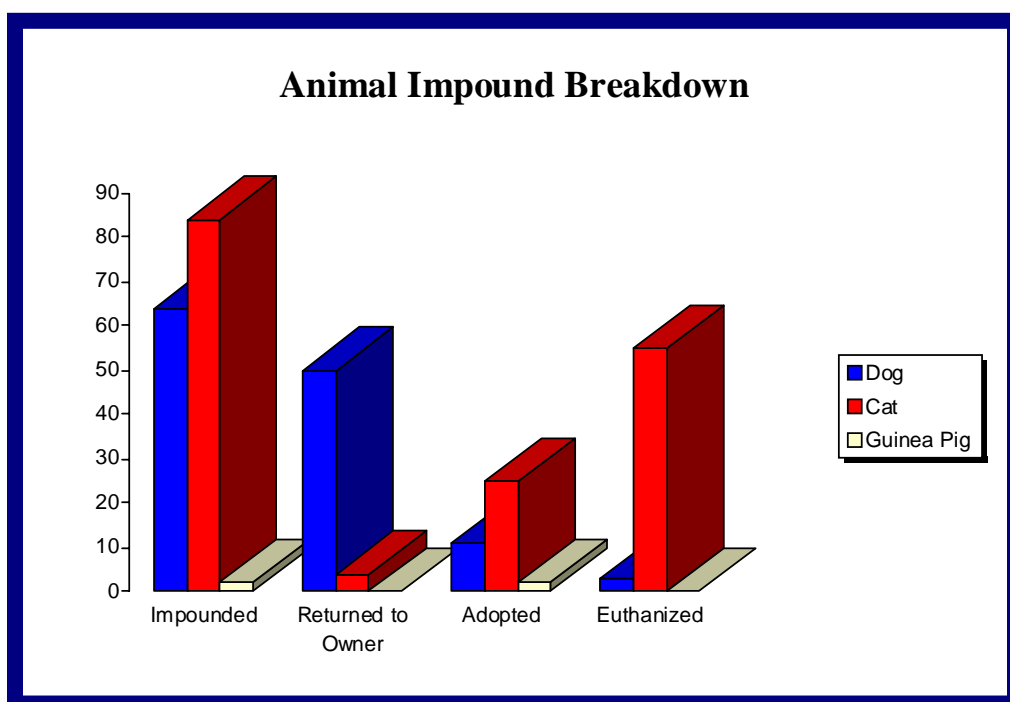
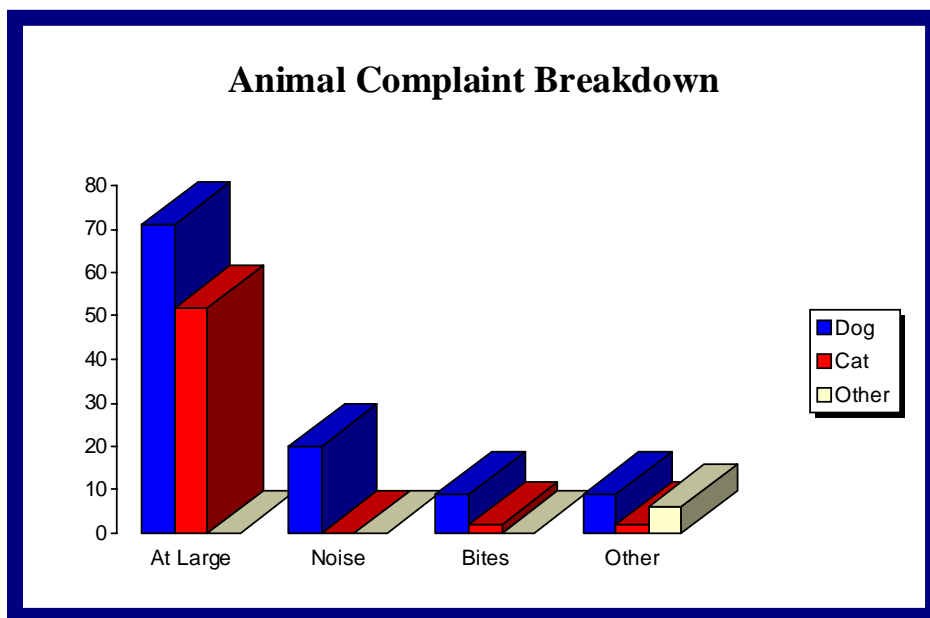
Neighborhood Support Statistics

Type of Complaint	Reports
911 Verifications	14
Alarm Calls	99
Animal Control	
Animal Complaints	160
Animal Bites	11
Assist Other Law Enforcement Agencies	122
Civil Complaints	106
Fire Calls	41
Found Property	57
Funeral Escorts	22
Gun Purchase Permits Issued	112
Information Only	110
Lost Property	6
Medicals	
Sick Cared For	321
Home Accidents	26
Occupational Accidents	4
Public Accidents	7
Intoxicated Individuals	21
Mentally Ill Persons	19
Missing Persons	7
Neighborhood Problems	17
Noise Complaints	46
Open Door	6
Public Assists	
Fingerprinting	53
Motorist Assist	14
Speed Trailer	8
Public Education	17
All Other Public Assists	59
Residence Checks	46
Predatory Offender Notification/Total Current Predatory Offenders	17/18
Solicitors	9
Sudden Death	9
Suicides	4
Suicides Attempts	7
Suicide Threats	33
Suspicious Activity	145
Welfare Checks	61
TOTAL NEIGHBORHOOD SUPPORT CALLS:	1,816

The North Mankato Police Department provides many services for the community, including but not limited to fingerprinting for residents, public education, permits to purchase, residence checks, school patrols and funeral escorts.

The department also utilizes two portable speed trailers to educate drivers and enforce speed limits. These speed trailers are designed to help make drivers aware of their driving speed as they travel throughout the City.

The North Mankato Patrol Officers are responsible for responding to all animal control issues. In 2011 the North Mankato Police Department responded to 171 animal related reports and impounded 150 animals compared to 71 in 2010 for a cost of \$6,022.89 compared to \$2426.33 in 2010. Due to the large number of cats impounded with few claimed, boarding and euthanizing cats was a large expense in 2011. The City of North Mankato maintains an Impound Agreement with Premier Veterinary Center of Mankato.



Public Education

The North Mankato Police Department conducted the following public education in 2011:

DATE	LOCATION	TOPIC	OFFICER	ATTENDANCE
1/4	Kato Community Club	North Mankato Police Department	710/708	15
1/18	Lifeworks	Personal Space Awareness	705	28
2/2	District 77	Emergency Response Team	701	50
2/2	South Central College	Student Safety	708	25
4/26	Crossview Covenant Church	Safety	712	30
5/5	Christy's Daycare	North Mankato Police Department	705	8
5/6	Jesus Lambs at Peace Preschool	Safety	706	14
5/23	Garfield Elementary	Cyber Bullying	706	261
6/7	Pathstone Living	Critical Stress Management	705	18
7/2	Hoover Elementary	General Safety	708	100
8/2	City of North Mankato	Nite to Unite	701/714	150
8/17	North Mankato Police Department	Safety	712	3
9/22	Marvin Blvd	Neighborhood Crime Meeting	701	40
10/15	South Central College	Lights on for Safety	711	50
11/16	Pioneer Bank	Robbery	701	15
11/18	Garfield Elementary	Spirit Celebration	701	200
12/16	Garfield Elementary	Award Ceremony	710/714	200



North Mankato Police Reserves

FOR THE YEAR ENDING DECEMBER 31, 2011



The North Mankato Police Reserves had a good year and we currently have 17 Reserve Officers, with plans to hire a few more new Reserves to get us fully staffed. Our members participated in the following areas during the year of 2011:

North Mankato Fun Days – Triathlon	411.5 hours
Assisting Regular Officers	210 hours
Administrative Duties	90 hours
Reserve Meeting & Training	242 hours
Other Events	327.5 hours
School Patrol	110.75 hours
TOTAL	1391.75 hours

Our training officer, Lieutenant Carl Bock did an exceptional job coordinating our training with the Mankato Department of Public Safety this year. Lieutenant Bock continues to come up with interesting and new training. Currently, we are expanding our role by preparing for large area searches. The North Mankato Police Reserves started training in 2011 and plan to continue training in 2012; with a practice search in the spring.



In the fall, our Captain, Robin Throldahl retired after 12 years of service; her organizational skills

will be greatly missed.

The Reserves did a wonderful job and I appreciate all their involvement during 2011.

Eric Klompenhower, Reserve Chief



CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12B	Department: Admin.	Council Meeting Date: 02/06/12																																															
TITLE OF ISSUE: HickoryTech Notice of Rate Increase																																																	
BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is a letter from HickoryTech notifying the City of a rate increase for Digital TV service effective March 1, 2012. A table comparing old prices versus new prices is enclosed with the letter. Notice is required by the Franchise Ordinance.																																																	
<i>If additional space is required, attach a separate sheet</i>																																																	
REQUESTED COUNCIL ACTION: Information Only. No Action Required.																																																	
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Schindle	_____	_____	Norland	_____	_____	Steiner	_____	_____	Freyberg	_____	_____	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="text-align: center;">Other (specify) _____</td> <td colspan="3" style="text-align: center;">Letter, Rate Comparison _____</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) _____		Letter, Rate Comparison _____			_____					_____					_____				
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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: _____																																																



221 East Hickory Street PO Box 3248 Mankato, MN 56002-3248

Toll-Free: 866.442.5679
Phone: 507.387.1151

February 1, 2012

www.hickorytech.com
Nasdaq: HTCO

Dear City Administrator:

This letter will serve as a courtesy notification to you that HickoryTech will be increasing its rates for Digital TV service in your community effective March 1, 2012. This increase does not affect the broadcast basic tier pricing, which will remain at \$24.95.

The new prices are as indicated on the insert included in this letter.

Should you have questions regarding this correspondence, please contact me at the number below. Inquiries from the community at large may be directed to 1-866-HICKORY or www.hickorytech.com.

Sincerely,

A handwritten signature in blue ink that reads 'Lana M.J. Eccles'.

Lana M.J. Eccles
Product Manager, Video
Direct: (507) 386-3660

In March, your monthly service price for Digital TV will be adjusted. This change is due to increased programming costs. HickoryTech continually negotiates with network providers in order to provide you competitive Digital TV service.

**Price change for Digital TV is effective March 2012.*

Digital TV Package	Old Price	New Price
Choice 5 <i>Select Package</i>	\$46.95	\$49.95
Choice 5	\$52.95	\$56.95
Choice 15 <i>Select Package</i>	\$54.95	\$58.95
Choice 15	\$62.95	\$67.95
Ultimate <i>Select Package</i>	\$65.95	\$70.95
Ultimate	\$74.95	\$80.95
Ultra Plus <i>Select Package</i>	\$103.95	\$108.95
Ultra Plus	\$113.95	\$119.95

Save money by converting your current plan to a *Select Package* or ask about our new 2 year agreement offers. Call customer care for a free bill analysis.

New channels are coming March 1st to enhance your Digital TV package. Watch for information to be announced soon.



1.866.HICKORY | hickorytech.com

ADV019

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12C	Department: Admin.	Council Meeting Date: 02/06/12																																	
TITLE OF ISSUE: Schools and Conferences																																			
BACKGROUND AND SUPPLEMENTAL INFORMATION: For items 1-8 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: Authorize Actual and Necessary Expenses																																			
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>Norland</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>Freyberg</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		_____	_____	Norland		_____	_____	Steiner		_____	_____	Freyberg		_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Resolution</td> <td style="width: 20%;">Ordinance</td> <td style="width: 20%;">Contract</td> <td style="width: 20%;">Minutes</td> <td style="width: 20%;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 45%;"> Other (specify) Rate Comparisons _____ _____ _____ </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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To: North Mankato City Council
From: Tim Pohlman / Fire Chief
Re: 2012 Request for Fire Training
Date: January 13, 2012

March 3rd & 4th / South Central College Regional State Fire School

- North Mankato, MN at SCC
- 34 Firefighters

February 11th & 12th / MSFCA Fire Officers School

- Arrowwod Resort in Alexandria, MN
- 2 Fire Department Officers

June 14th, 15th, 16th, & 17th / Minnesota State Fire Department Assn. Conference and School

- Alexandria, MN
- 6 Firefighters & 1 Relief Association Officer

October 17th through 20th / Minnesota Fire Chiefs Conference and School

- Duluth, MN
- 2 to 3 Fire Officers

These are the normal schooling and conference events that the fire department usually attends each year plus the addition of a Minnesota State Fire Chiefs' Association fire officers' school in February. If there are any questions about these please feel free to make contact at anytime.



Date: 1/19/12

CITY OF NORTH MANKATO
Training and Travel Request

Department: Admin.

Names: Nancy Gehrke, Lynette Peterson

Number of Personnel Attending: 2

Event: 2012 MCFOA Conference

Dates: March 20-23, 2012

Location: St. Cloud, MN

Required Training for Certification/License: ☒ Yes ☐ No

What Certification/License is this training required for? Clerk's Certification

Description: _____

Agenda

TUESDAY, MARCH 20, 2012

- 12:30-1:00 PM On-Site Check-in for Half-Day Seminar
- 1:00-4:30 **Half-day Seminar: Redistricting & Beyond — Getting Ready to Elect A President**
- 5:00-8:00 On-Site Conference Check-In
- 7:00-9:00 Conference Gathering — Activities in Hospitality Suite

WEDNESDAY, MARCH 21, 2012

- 8:00 AM On-Site Conference Check-In and Continental Breakfast
- 9:00 Welcome and Presentation of Colors
- 9:15 **KEYNOTE ADDRESS:**
Laugh for the Health of It!
- 10:15 Break
- 10:45 **CONCURRENT SESSIONS I** (CHOOSE ONE)
1. Understanding & Calculating Net Tax Capacity Rates
 2. New Updates on Variance Law
 3. Facilitating Council/Staff Relations
 4. Leading From Your Soul
 5. Small Cities (under 5,000) Roundtables
- 12:00 NOON Luncheon
MCMC & CMC Recognition Awards
- 1:15 PM **GENERAL SESSION:**
Ethical Leadership in the Public Sector
- 2:30 Break
- 2:45 **CONCURRENT SESSIONS II** (CHOOSE ONE)
6. Conquering the Budget Development Process
 7. Urban Agriculture
 8. Coaching for Improved Performance
 9. Future Technologies You Need to Know Now!
 10. From the Tower to the Faucet
- 4:00-6:30 Free Time to visit the City of St. Cloud
(Note: Dinner is NOT included in registration fee)
- 6:30-8:00 **The Spirit of MCFOA** (snacks, beverages, etc.)
- 7:00 Formal greetings, introductions & "getting to know you" activities
- 8:00-12:00 Dance with DJ

THURSDAY, MARCH 22, 2012

- 8:00 AM Sit Down Breakfast
MCFOA Business Meeting and Oath of Office
- 9:05 **GENERAL SESSION:**
Election Training & Recent Changes
- 10:30 Refreshment Break in Exhibit Area
Silent Auction Opens
(Exhibits Open until 4:00 PM)
- 11:15 **CONCURRENT SESSIONS III** (CHOOSE ONE)
11. Preparing for Your Retirement (90 minutes)
 12. Franchise Fees: Are They for You?
 13. Keys to Effective Performance Management
 14. Collaboration: A Toolkit for Getting More Results From a Partnership
 15. Liquor Licensing
 16. Data Practices
- 12:30 NOON Lunch in the Exhibit Area
- 1:45 PM **CONCURRENT SESSIONS IV** (CHOOSE ONE)
17. Retiree and Post Age-65 Health Care Strategies
 18. Rewriting Your Zoning Ordinance
 19. Leading Change From the Middle
 20. Take the Shock Out of Your Electronic Files
 21. Lawful Gambling & City Responsibilities
 22. Mystery of the Open Meeting Law
- 3:00 Refreshment Break in Exhibit Area
- 4:00 Exhibits Close
Silent Auction Closes/Winners Claim Merchandise
- 4:00 Free Time
- 6:00 Reception
- 7:00 Banquet & Entertainment
- 9:00 Dance with DJ

FRIDAY, MARCH 23, 2012

- 8:00 AM Light Refreshments
- 8:30 **FINALE GENERAL SESSION:**
Celebrating the Past, Embracing the Future
- 10:30-11:30 Brunch, and CEU Certificate pick-up



Date: 1/19/12

CITY OF NORTH MANKATO
Training and Travel Request

Department: Electrician

Names: Tom Neubert

Number of Personnel Attending: 1

Event: Midwestern Electrical Seminar

Dates: March 16, 2012

Location: Mankato, MN

Required Training for Certification/License: X Yes No

What Certification/License is this training required for? Electrical License

Description: _____

Registration Form

A completed form is required for each person attending. Photocopies are acceptable.

Name Tom Newbert
Address 11 Cardinal Ct.
City North Mankato
State MN. Zip Code 56003
Work Phone 507-317-0792
Personal Electrical License (not contractors #) Am 02808
AJ 05880

An individuals electrical license number must be provided to receive credit toward the Continuing Education Requirements.

Class Fee: \$60.00

Make checks payable and mail to:
BENCO Electric
PO Box 8
Mankato MN 56002

If you have any special needs please contact John before March 1.

BENCO Electric
PO Box 8
Mankato, MN 56002



Presents:

Paul Sunde from



March 16, 2012
BENCO Electric
Auditorium

8 Hr. Code Seminar
\$60.00

For more information
contact:
John Hutchens

387-7963
or
1-888-792-3626



Date: 01-26-2012

CITY OF NORTH MANKATO
Training and Travel Request

Department: Police

Names: Chris Boyer

Number of Personnel Attending: 1

Event: League of MN Cities Loss Control Workshop

Dates: 04-11-2012

Location: Brooklyn Park

Required Training for Certification/License: ☒ Yes ☐ No

What Certification/License is this training required for? _____

P.O.S.T.

Description: Safety Training, police injury mgmt,
De-escalation tactics for veterans in crisis.



Date: 02-02-2012

CITY OF NORTH MANKATO
Training and Travel Request

Department: Police

Names: All police officers (13)

Number of Personnel Attending: 13

Event: First Responder Refresher

Dates: 02-29-12 & 03-07-12

Location: South Central College

Required Training for Certification/License: ☒ Yes ☐ No

What Certification/License is this training required for?

P.O.S.T.

Description:

Recertification for medical Emergency
Situations.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 14A	Department: Finance	Council Meeting Date: 02/06/12																																																					
TITLE OF ISSUE: Community Room Usage Report																																																							
BACKGROUND AND SUPPLEMENTAL INFORMATION: Enclosed in your packet is the report on the groups that used the community rooms in the Municipal Building, Police Annex and Fire Department in 2011.																																																							
<i>If additional space is required, attach a separate sheet</i>																																																							
REQUESTED COUNCIL ACTION: Information Only. No Action Required.																																																							
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>Norland</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>Freyberg</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		_____	_____	Norland		_____	_____	Steiner		_____	_____	Freyberg		_____	_____	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="border: none;">Other (specify) _____</td> <td colspan="3" style="border: none;"><u>Community Room Usage Report</u></td> </tr> <tr><td colspan="5" style="border: none;">_____</td></tr> <tr><td colspan="5" style="border: none;">_____</td></tr> <tr><td colspan="5" style="border: none;">_____</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) _____		<u>Community Room Usage Report</u>			_____					_____					_____				
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MEMORANDUM

TO: Honorable Mayor, City Council Members, and City Administrator

FROM: City Staff

DATE: January 13, 2012

SUBJECT: Community Room Usage

The following is a list of groups that used the community rooms in the Municipal Building, Police Annex, and the Fire Department in 2011, including the uses for each group.

GROUP	MUNICIPAL	POLICE	FIRE	TOTAL
Elections	0	0	0	0
Fire Department Training and Meetings	0	0	102	102
Library Programs	2	47	0	49
Police Reserve Meetings	0	1	0	1
Police Department Training	1	6	12	19
City Meetings, Seminars, etc.	0	17	2	19
Community Meetings	6	27	21	54
Nicollet County Groups	2	4	7	13
Private Parties (Family dinners, showers, Christmas parties, graduations)	127	68	74	269
Kato Community Club	0	0	39	39
Girl/Boy/Cub Scouts	26	0	0	26
TOTALS	164	170	257	591

The following is a comparison of Community Room usage for the past five years.

<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
684	761	758	596	591

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 14B	Department: Finance	Council Meeting Date: 02/06/12																																	
TITLE OF ISSUE: Res. Approving Donations/Contributions																																			
BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is a resolution for council to accept donations/contributions totaling \$1,000.00; \$500.00 from Thomas F. and Sandra K. Kwolek and a matching grant of \$500.00 from Dow Chemical Company Foundation . The donations are restricted as to: \$1,000.00 for the Library.																																			
<i>If additional space is required, attach a separate sheet</i>																																			
REQUESTED COUNCIL ACTION: Adoption of 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>Norland</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</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			_____	_____	Norland		_____	_____	Schindle		_____	_____	Freyberg		_____	_____	Steiner		_____	_____	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 checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ <u>Matching Gift Application</u> _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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RESOLUTION NO.

RESOLUTION APPROVING 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
Thomas F. and Sandra K. Kwolek	Library	\$500.00
Dow Chemical Company Foundation – Matching Gifts Program	Library – books	\$500.00

Adopted by the City Council this 6th day of February 2012.

Mayor

City Clerk

**THE DOW CHEMICAL COMPANY FOUNDATION
DOW AGROSCIENCES LLC
MATCHING GIFT PROGRAM**

INSTRUCTIONS: Donor must complete all of Parts A & B, Please sign and date; Recipient institution must complete Part C.

TO BE COMPLETED BY DONOR, PLEASE TYPE OR PRINT IN INK.

DAS Employee/Retiree Number <i>U 683605</i>	Full-Time <input checked="" type="checkbox"/>	Retiree <input type="checkbox"/>
Employee/Retiree name - First <i>Thomas</i>	Middle Initial <i>F.</i>	Last <i>Kwolek</i>
Street Address <i>54129 Godwall Rd</i>	City <i>Mankato</i>	State/Zip Code <i>MN 56001</i>
DAS Division/Work Location (If retired, list previous) <i>MYCOGEN SEEDS / VIRTUAL OFFICE</i>		Building no. <i>-</i>
College/University/School/Cultural Organization Receiving Gift (If a TV or Radio Station, please put college affiliation) <i>North Mankato Taylor Library</i>		
Unrestricted Use <input type="checkbox"/>	Specific Use (Specify) <input checked="" type="checkbox"/> <i>BOOKS</i>	
Brief Description of specific Use <i>BOOKS</i>		

IF MAKING A DIRECT GIFT OF CASH, CHECK OR SECURITIES, FILL IN BELOW

Amount of Gift <i>\$ 500.00</i>	Form Of Gift: Cash <input type="checkbox"/> Check <input checked="" type="checkbox"/> Securities/ Shares <input type="checkbox"/>
Number of Shares:	
Title of Security	Approximate Value At Time Of Transfer
I certify that the information submitted is correct and that my gift fully complies with the provisions of the program	
Employee Signature <i>Thomas F. Kwolek</i>	Date Signed <i>1-30-12</i>
Date of Gift <i>1-30-12</i>	

TO BE COMPLETED BY RECIPIENT INSTITUTION

North Mankato Taylor Library <i>1001 Belgrade Avenue</i>		
Street address <i>North Mankato</i>		
City <i>MN 56003</i>		
State/Zip Code		
Amount of Gift <i>\$ 500.00</i>	Employee/Retiree name (Verify from part A) <i>Thomas F. Kwolek</i>	Date Received <i>1/30/12</i>
Financial Officer Name (Please Print) <i>Alvin Alvin Thomas</i>	Title <i>Finance Director</i>	Phone No. <i>507 685 4141</i>

We certify that the above indicated gift has been received and will be used to support the primary educational objectives of the institution, and otherwise fully complies with program provisions.

Signature of Financial officer

Alvin Thomas

No acknowledgement to The Dow Chemical Company Foundation is necessary.

When signed by authorized official, this form should be returned to:

The Matching Gifts Program
Dow AgroSciences LLC
9330 Zionsville, Road
Indianapolis, IN 46268

It is assumed that the institution will acknowledge receipt of The Dow Chemical Company Foundation's check to the donor.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 16A	Department: Engineer	Council Meeting Date: 02/06/12																																															
TITLE OF ISSUE: Northridge Ravine ATP Report																																																	
BACKGROUND AND SUPPLEMENTAL INFORMATION: Enclosed please find additional information regarding the Northridge Ravine ATP Application.																																																	
<i>If additional space is required, attach a separate sheet</i>																																																	
REQUESTED COUNCIL ACTION: Information Only. No Action Required.																																																	
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Schindle	_____	_____	Norland	_____	_____	Steiner	_____	_____	Freyberg	_____	_____	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="text-align: center;">Other (specify) _____</td> <td colspan="3" style="text-align: center;">Memo _____</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) _____		Memo _____			_____					_____					_____				
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BOLTON & MENK, INC.

Consulting Engineers & Surveyors

1960 Premier Drive • Mankato, MN 56001-5900

Phone (507) 625-4171 • Fax (507) 625-4177

www.bolton-menk.com

Memorandum

To: Wendell Sande, City Administrator
From: Brian Malm, P.E., Senior Project Manager
CC:
Date: 1/31/12
Re: Northridge Ravine ATP Application

As requested, I researched our records with respect to past applications made to the Area Transportation Partnership (ATP) for Federal Enhancement Funding for the Northridge Ravine Stabilization project. According to our records, the City has made application to the ATP five times, in 1999, 2002, 2010, 2011, and 2012. As with the 2012 application, past applications have argued that the project deserves funding for the following reasons:

- Erosion within the ravine is a significant contributor to the degradation of water quality in the Minnesota River with the potential to contribute up to 370 tons of sediment to the river each year
- Environmental mitigation to address water pollution due to highway runoff is an eligible activity under the Transportation Enhancement funding program
- The 782-acre project watershed contains 118-acres of road right-of-way that discharges untreated, uncontrolled stormwater to the ravine
- TH 14 accounts for 73.6-acres of the 118-acres of road right-of-way within the project watershed
- The 118-acres of untreated road right-of-way was constructed during the 1960's-80's when stormwater treatment and rate control was not a requirement or priority

Although the installation of a pipe in the ravine will not directly treat the stormwater flows discharging to the ravine, it will mitigate further water quality degradation by drastically reducing erosion within the ravine itself. As discussed at the last Council meeting, the proposed project could be modified to include offline, low flow treatment ponds within the ravine itself to provide some direct treatment of the flows to the ravine.

MEMORANDUM

TO: *Honorable Mayor and City Council*

FROM: *Lynette Peterson, Deputy City Clerk*

DATE: *February 2, 2012*

SUBJECT: *Community Video Program*

I contacted the City of Robbinsdale and the City of Champlin regarding their experiences with CGI Communications regarding the community video program. Below is a summary of the points each City discussed with me.

The City of Robbinsdale stated this was their second time producing a community video with CGI Communications and it has been a good experience both times. They stated the City does have control over what is presented in the video and the script for the video. The City would want to have one person designated to take the videographer to the places of interest in the city. This process took about two days to complete. The video itself took approximately six months to complete and be linked to the City web site. As of this date the City of Robbinsdale does not think CGI has sold many ad spots to their local businesses and they have not received any positive or negative feedback from the businesses or the community members.

The City of Champlin thought CGI did a great job producing the video. This process did entail quite a bit of time in getting the script as the City wanted and capturing the right video. The company was in town about two to three days to complete the video portion. The City of Champlin also recommended sending a City staff person with the videographer. From a standpoint of businesses advertising, they have not received any feedback from the local businesses.

Wendell Sande

From: Morgan Martin [morganm@cgicommunications.com]
Sent: Thursday, January 05, 2012 2:04 PM
To: wsande@northmankato.com
Subject: North Mankato Community Video Program
Importance: High
Attachments: North Mankato, MN Agreement.pdf; North Mankato MN Intro Letter.doc; bronze3.jpg; silver3.jpg; gold3.jpg

Mayor Dehen and Wendell:

Thank you so much for taking the time to speak with Program Manager, Nicole Rongo in regards to our cost-free Community Video Program!

Attached, you will find five documents. The first is our one page bulleted proposal between CGI Communications, Inc. and the City of North Mankato. The second is the Letter of Introduction that will need to be placed on your official city letterhead. Both documents must be signed and either scanned and e-mailed back to me or faxed to 866-429-8611 for your city to be able to participate in our free program.

The last three documents are the three basic sponsorship levels which we offer to businesses. Keep in mind there are many factors that could affect the prices.

I have included links to some of the videos we have produced. **Our Video Tourbook for Robbinsdale MN** (<http://www.robbinsdalemn.com/>) can be found in a vertical format on the left side of the page. The **Tourbook for Champlin MN** (<http://ci.champlin.mn.us/>) is in the center column towards the bottom of the page. Another example can be seen at the bottom right hand corner of the Simpsonville SC page (<http://www.simpsonville.com/>). While these examples are all in vertical format, we do have other options as well.

Nicole will be sure to follow up with you within the next week to make sure you have received this information and answer any questions that anyone may have about participating in our program.

Please do not hesitate to call her in the meantime at 800-398-3029 x 203 or by e-mail at nicoler@cgicommunications.com.

We look forward to working with you!

Morgan Martin

Marketing Associate
CGI Communications

1/6/2012

130 East Main Street
5th Floor, Granite Building
Rochester, NY 14604
Phone: 1.800.398.3029 x568
Fax: 866.429.8611
morganm@cgicomcommunications.com

www.cgicomcommunications.com/beta/
www.relocate.org

Like us on Facebook www.facebook.com/cgicomcommunications
Follow us on Twitter www.twitter.com/cgi_comms

To strengthen
and promote
cities as centers
of opportunity,
leadership, and
governance.



National League of Cities

1301 Pennsylvania Ave., N.W.
Washington, D.C. 20004-1763
202-626-3000
Fax: 202-626-3043
www.nlc.org

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Executive Director
Donald J. Borut

Dear City Official:

The National League of Cities (NLC) is pleased to partner with CGI Communications in offering cities a unique Internet video programming opportunity at NO COST.

Whether you are a small city, a thriving metropolis, or something in between, the NLC Community Showcase Video Program takes the best your community has to offer and produces a series of one-minute promotional videos about your community to put on your website. The topics covered include relocation information, an overview of business and industry, educational and recreational resources, and more.

CGI Communications' full suite of production services is available to you. This includes scriptwriting, videography, editing, and graphic design. You can further enhance your website by including a video welcome from your mayor or another city official.

With the click of a button, you can also send your Community Showcase Videos to anyone in the world who has an email address. Whether a potential business, future resident, or visitor, this program gives you a powerful and innovative way to market your community.

Additional features include avatars (three dimensional images that can answer questions about information on your website) and SmartTrack, an innovative tracking technology that lets you know who is watching your videos as well as when and from where they are viewed.

Whether you are actively promoting tourism, recruiting businesses for economic development, or simply looking for ways to provide the public with additional information about your community, NLC's Community Showcase Video Program can help you achieve your marketing objectives.

CGI Communications is able to provide this service for free because it offers your local business community the opportunity to sponsor the videos on your website.

For more information about NLC's Community Showcase Video Program, contact Nicole Rongo at CGI Communications at 800-398-3029 ext. 230 or Marc Shapiro at NLC at (202) 626-3019 or shapiro@nlc.org. I also invite you to visit the Enterprise Programs section of NLC's website at www.nlc.org to learn more about this and other programs from NLC that save cities time and money.

Sincerely,

Donald J. Borut
Executive Director

Past Presidents: John DeStefano, Jr., Mayor, New Haven, Connecticut • Brian J. O'Neill, Councilman, Philadelphia, Pennsylvania • Directors: Myron Z. Addison, Jr., Councilmember, Baton Rouge, Louisiana • David Baker, Mayor, Tempe, Washington • Geoffrey C. Beckwith, Executive Director, Massachusetts Municipal Association • M. Margaret Bates, Commissioner, Louisiana • Charles A. Bango, Alderman, New Haven, Connecticut • William G. "Bill" Busch, Mayor, Belton, Texas • Kenneth H. Bullock, Executive Director, Utah League of Cities and Towns • Jim Byrd, Jr., Mayor, Prattville, Alabama • Gary W. Campbell, City Director/Vice Mayor, Fort Smith, Arkansas • Shell Capenhart, Councilmember, Arlington, Texas • Nancy G. Carter, Council Member, Charlotte, North Carolina • Brad Cole, Mayor, Carbondale, Illinois • Sandra Colvin-Ray, Council Member, Minneapolis, Minnesota • John F. Cook, Mayor, El Paso, Texas • Mildred C. Crump, Council President, Newark, New Jersey • Joe Davis, Sr., Alderman, Milwaukee, Wisconsin • Gretchen Driskell, Mayor, Ionia, Michigan • Tony G. Frang, Executive Director, Illinois Municipal League • Don Furuta, Councilmember, Campbell, California • John A. Garner, Jr., Executive Director, Pennsylvania League of Cities and Municipalities • Paul M. Gresham, Councilmember, Centerville, Ohio • Melom Hall, Executive Director, Municipal Association of South Carolina • Rep. Hanaka, Council Member, Lakewood, Ohio • Larry B. Henderson, Mayor Pro Tem, La Grima, California • Edna Branch Jackson, Mayor Pro Tem/Alderman at Large, Savannah, Georgia • Dennis Kavanaugh, Councilmember, Mesa, Arizona • Greg Lemke, Council Member, Moorhead, Minnesota • George Lewis, Executive Director, Mississippi Municipal League • Myron Lowery, Council Member, Memphis, Tennessee • Michael McCauley, Executive Director, League of Oregon Cities • James F. Miller, Executive Director, League of Minnesota Cities • Mark Mitchell, Councilmember, Tempe, Arizona • Gerald S. Nancolas, Mayor, Caldwell, Idaho • Ron Nafsky, Councilmember, Dallas, Texas • Laura W. Padgett, Councilmember, Wilmington, North Carolina • Randall W. B. Pavia, Council Member, Colorado Springs, Colorado • Ed P. Reyes, Councilmember, Los Angeles, California • Gene Schuler, Alderman, Chicago, Illinois • John Spring, Mayor, Quincy, Illinois • Sharyn T. Salmon, Councilor, Forestburg, West Virginia

Dear Valued Business Owner:

The City of North Mankato is excited to announce the launch of a new program that we feel will have a significant impact on the promotion of our wonderful community. We have entered into a three year agreement with CGI Communications to produce a series of streaming online videos highlighting all our community has to offer its residents, visitors, and businesses.

CGI is a leader in online marketing solutions, working with thousands of communities and businesses nationwide. With an easily viewable interface on the official city website www.northmankato.com, their video showcase will engage viewers in learning more about area attractions, economic development opportunities, quality of life, and so much more. The City of North Mankato is dedicated to highlighting the advantages of living and working in our community, and we feel that this program can do just that!

Besides the Videos having exposure on the city's official web site, the videos will be featured on the Community Video Network (CVN), Relocate.org's national platform for community videos. With a presence on the web sites of many of the country's top REALTORS, CVN videos reach a potential audience of millions.

In addition, CGI will be contacting members of our local business community to offer participation in the program, as well as an opportunity to learn more about CGI's innovative new digital media products for businesses.

We encourage you to consider supporting the program, and learning more about all that CGI has to offer.

Sincerely,

Name
Title

Community Video TourBook Agreement

CGI Communications, Inc.
130 East Main Street, 8th Floor
Rochester, NY 14604
(800) 398-3029 phone
(866) 429-8611 fax

Name: Dr. Mark Dehen

Title: Mayor

Address: 1001 Belgrade Ave.

City, State, Zip: North Mankato, MN, 56002

Phone: 507-345-7614

Email: markdehen@northmankato.com

Website: www.northmankato.com

This agreement is between CGI Communications, Inc. and the City of North Mankato and shall remain in effect from the date it is signed by both parties until the third anniversary of the date that the completed and approved Community Video Program is made available for viewing via a link on the www.northmankato.com -website homepage for viewer access. This Agreement shall automatically renew at the end of its term for a successive three (3) year period unless either party gives written notice of its intention to terminate or modify at least sixty (60) days prior to the end of the current term. Any termination or modification of this Agreement shall not take effect until the expiration of the current term.

CGI Communications, Inc. and its eLocalLink division shall provide a Community Video Program as follows:

- Website Welcome video from your Mayor or other civic leader and an Education, Quality of Life, and Real Estate/Relocation video (approx. 1 minute in duration)
- Up to 2 additional videos to showcase various aspects of your community and/or organization (providing a total of six, 1 minute community highlight videos)
- Script writing and video content consultation
- A videographer will come to your location to film videos
- All aspects of video production and editing, from raw footage to final video including professional voiceovers and background music
- Final draft of Community Video Program content subject to your approval
- Patented OneClick™ Technology and encoding of all videos into multiple streaming digital formats to play on all computer systems, browsers, and Internet connection speeds; recognized player formats include WindowsMedia® and QuickTime®
- Store and stream all videos on CGI's dedicated server
- Business sponsors allowed on the perimeter of video panels
- Duration of sponsor participation will be one year and eLocalLink is solely responsible for annual sponsorship fulfillment including all related aspects of marketing, production, printing, and distribution
- Viewer access of the Community Video Program from your website shall be facilitated by eLocalLink providing HTML source code for graphic link to be prominently displayed on the www.northmankato.com website homepage as follows: "Coming Soon" graphic link designed to coordinate with existing website color theme to be provided within 10 business days of execution of this agreement; "Video Tour Book" graphic link to be provided to replace the "Coming Soon" link upon completion and approval of videos
- eLocalLink will own copyrights of the master Community Video Program
- The City of North Mankato will assume no cost or liability for this project

Program Add-On if signed and received by 1/20/2012:

- Encoding, hosting, and streaming of additional 5 minutes of video per month. Finished video content will be provided to CGI by the City of North Mankato

The City of North Mankato shall provide the following:

- A letter of introduction for the program on your organization's letterhead
- Assist with the content and script for the Community Video Program
- Agrees to give eLocalLink the right to use organization's name in connection with the preparation, production, and marketing of the program set forth herein only
- Agrees to display the "Coming Soon" graphic link prominently on the www.northmankato.com website homepage within 10 business days of receipt of HTML source code
- Agrees to display the "Video Tour Book" link to be no less than 150 by 400 pixels prominently on the www.northmankato.com website homepage for the term of this agreement
- In the event contract signatory changes, the City of North Mankato agreement shall remain valid until the agreed upon expiration date
- Exclusive streaming video rights for eLL, along with any of its parent companies, affiliates, successors and assigns, including but not limited to, CGI, CVN and relocate.org to stream all video content on its/their "Community Video Network"
- The City of North Mankato represents and warrants that any and all photographs, videos, and other content it submits to us for use in any video or other production does not infringe on any third party's copyrighted material, trademark or other intellectual privacy or publicity rights and shall defend and indemnify us from any such claim or action

This Agreement constitutes the entire agreement of the parties and supersedes any and all prior communications, understandings and agreements, whether oral or written. No modification or claimed waiver of any provision shall be valid except by written amendment signed by the parties herein

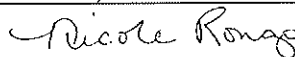
We, the undersigned, understand the above information and have full authority to sign this agreement

The City of North Mankato, MN

CGI Communications, Inc.

Signature:

Signature:



Name (printed):

Name (printed): Nicole Rongo

Title:

Title: Vice President of Marketing

Date:

Date: 01/05/2012


[Home](#) | [Clients](#) | [Ongoing Projects](#) | [Support](#)
e-LocalLink™ INTERNET TELEVISION

Get online, Get Noticed.

eLocalLink brings your business to the masses with professionally produced videos hosted on a high-traffic community site.

Employee Access

Newcana, AN - G | S | B

Contract ID:

Verification ID:

Submit

Bronze Package: \$1,095
(\$995 if paid in full)

- **Chapter Sponsorship**
- Full Color Logo
- Link to Webpage
- Profile Page Available (What is a profile page?)

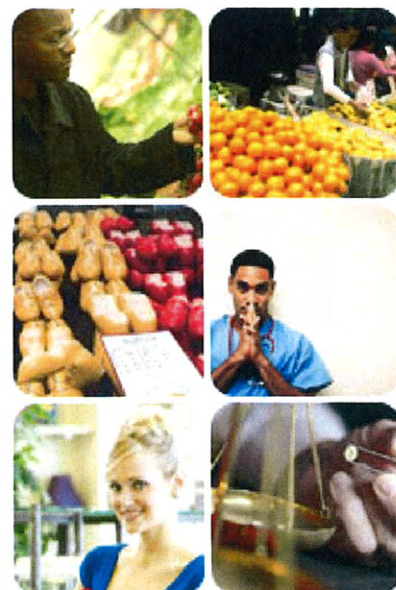
Current Participants:

Choose..

Go



Chapter Sponsorship



Whatever product you sell or service you provide, an online PhotoVideo will bring new customers to your door.


[Home](#) | [Clients](#) | [Ongoing Projects](#) | [Support](#)
e-LocalLink™ INTERNET TELEVISION

Get online, Get Noticed.

eLocalLink brings your business to the masses with professionally produced videos hosted on a high-traffic community site.

Employee Access

Newcana, AN - G | S | B

Contract ID:

Verification ID:

Submit

Silver Package: \$3,295
(\$2,995 if paid in full)

- Chapter Sponsorship -- Full Color Logo
- 30-second Professionally Produced PhotoVideo™ (See example)
- Link to Webpage
- 12 Months Free Video Streaming from your own website
- Logo Branded One-Click™ Video Player for your own website

Current Participants:

Choose..

Go



Our PhotoVideo™ kit includes eLocalLink camera, interactive cd with music selection samples, examples, complete instructions and prepaid return envelope.



Whatever product you sell or service you provide, an online PhotoVideo will bring new customers to your door.


[Home](#) | [Clients](#) | [Ongoing Projects](#) | [Support](#)
e-LocalLink™ INTERNET TELEVISION

Get online, Get Noticed.

eLocalLink brings your business to the masses with professionally produced videos hosted on a high-traffic community site.

Employee Access

Newcana, AN - G | S | B

Contract ID: Verification ID:
Gold Package: \$5,495
 (\$4,995 if paid in full)

- Main Page Logo
- 12 Month Chapter Sponsorship Logo
- 60-second Professionally Produced Video
- Link to Webpage
- 12 Months Free Video Streaming from your own Website - See Real Example
- Logo Branded One-Click™ Video Player for your website
- V-Cast Ability -- Unlimited Video Email

Send yourself a V-Mail:

Current Participants:

Choose.. 

See what your fellow
business owners think

What style will your
video be?

Examples.. 

Read our
Google Video
letter. **Search
Google.**



Gold
Exclusive!
The next
little thing?



Watch local
news
coverage.

CLAIM REPORT
BILLS PAID AFTER THE COUNCIL MEETING OF JANUARY 17, 2012
END OF MONTH

71070	Baumann, Alex	refund water bill credit	\$85.86
71071	Minnesota UI Fund	4th qtr unemployment benefits-Caswell, Wtr, Swr & San	\$3,402.58
71072	Pioneer Bank	CBD Grant for Natural Pathways-Local Option Sales Tax	\$25,000.00
71073	Pioneer Bank	CBD Loan for Natural Pathways-Local Option Sales Tax	\$25,000.00
71074	Skillings, T. Oliver	partial payment CBD grant-Local Option Sales Tax	\$732.33
71075	Waletich, Kim	refund water bill credit	\$47.92
71076	Hy-Vee, Inc.	food for meetings-Mayor & Contingency	\$69.47
71077	Nicollet County Treasurer	mortgage registry tax-Local Option Sales Tax	\$57.50
71078	Telrite	long distance phone bill-Mun Bldg	\$242.59
71079	Verizon Wireless	cell phone & internet bill-All Depts.	\$857.09
71080	Xcel Energy	electric bill-All Depts.	\$11,747.69
71081	Capstone Press	2nd half 2011 TIF-Port Authority Tax Increment	\$25,235.98
71082	Howard Drive	2nd half 2011 TIF-Port Authority Tax Increment	\$4,590.71
71083	North Mankato Firemen's Relief Assn	2nd half property tax-Firemen's Relief	\$16,343.00
71084	Peterson, Thomas J.	2nd half 2011 TIF-Port Authority Tax Increment	\$9,170.08
71085	John Deere Financial	equipment parts-Park Dept.	\$986.61
71086	Mankato Area La Crosse Program	replace lost check for 10% gambling funds donation	\$485.00
71087	Sprint	PCS connection card data plan-Pol, 2011 Const & P/A	\$230.61
71088	Affinity Plus Fed Credit Union	employee payroll deductions	\$192.62
71089	HickoryTech	telephone bill-All Depts.	\$464.69
71090	ICMA Retirement Trust - 457	employee payroll deductions	\$5,567.05
71091	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$430.77
71092	Law Enforcement Labor Service	employee payroll deductions	\$378.00
71093	MN Valley Fed Credit Union	employee payroll deductions	\$30.51
71094	Navitor	business cards-Police Dept.	\$161.84
71095	NCPERS Minnesota-Unit 662400	employee payroll deductions	\$192.00
71096	North Mankato Motor Vehicle Registrar	title corrections for six vehicles-Street & Insp	\$108.00
71097	United Way	employee payroll deductions	\$280.65
71098	North Mankato Motor Vehicle Registrar	license tabs-All Depts.	\$1,137.00
71099	Internal Revenue Service	balance due 2011 due FICA programming error	\$545.43
71100	Anderson Consulting	consulting service-Comm Dev	\$840.00
Total			<u>\$134,613.58</u>

CLAIMS CONTINUED

General	\$11,532.43
Library	\$672.78
Bookmobile	\$76.07
Community Development	\$940.00
Local Option Sales Tax	\$50,789.83
Contingency	\$63.98
Port Authority Tax Increment Project Fund	\$38,996.77
2011 Construction	\$74.99
Water	\$6,255.84
Sewer	\$3,905.52
Sanitary Collection	\$1,496.85
Storm Water	\$672.66
Firemen's Relief	\$16,343.00
Public Access	\$1,668.24
Minnesota River Valley Drug Task Force	\$639.62
10% Gambling Contribution Fund	\$485.00
	<hr/>
Total	<u><u>\$134,613.58</u></u>

PORT AUTHORITY INVOICES
BILLS PAID AFTER THE COUNCIL MEETING OF JANUARY 17, 2012
END OF MONTH

Capstone Press	2nd half 2011 TIF-Port Authority Tax Increment	\$25,235.98
Howard Drive	2nd half 2011 TIF-Port Authority Tax Increment	\$4,590.71
Peterson, Thomas J.	2nd half 2011 TIF-Port Authority Tax Increment	<u>\$9,170.08</u>
Total		<u><u>\$38,996.77</u></u>

List of Port Authority Bills in the Amount of \$38,996.77

Council Meeting of February 6, 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 \$134,613.58

Council Meeting of February 6, 2012

Mayor Mark Dehen

Council Member Bill Schindle

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg

CLAIM REPORT
FOR REGULAR COUNCIL MEETING OF FEBRUARY 6, 2012

A+ Security, Inc.	monitoring of alarm system-Police & Fire Depts.	\$160.74
A to Z Rental Center	equipment rental-Street Dept.	\$26.84
All American Towing	towing charges-Police Dept.	\$115.96
Ameripride Services	gloves, mats, uniform & towel service-All Depts.	\$995.01
American Planning Association	2012 membership dues-Comm Dev	\$275.00
Audio Editions	audio books-Library	\$398.27
Baker & Taylor	books-Library & Bookmobile	\$90.44
Batteries Plus	supplies-Street & Water Depts.	\$60.06
Bauer's Upholstery	equipment parts-Park Dept.	\$227.41
Benco Electric Cooperative	electric bill-All Depts.	\$22,076.51
Benco Electric Cooperative	registration fee for seminar-Water Dept.	\$60.00
Blue Earth County	salary & phone bill-Task Force	\$11,312.49
Bollmann Oil, Inc.	diesel for generators-Water & Sewer Depts.	\$4,807.90
Bolton & Menk, Inc.	engineering fees	\$85,468.43
Battcher & Aero Electrical Construction	equipment repair-Water Dept.	\$288.79
C & S Supply Co., Inc.	supplies & equipment parts-All Depts.	\$226.70
Caretaker's of Mankato	snow removal-Public Access	\$343.40
Cargill, Inc.	road salt-Street Dept.	\$7,486.92
Catco Parts Service	equipment parts-Street & Park Depts.	\$204.78
CDW Government	laptop-Public Access	\$2,175.90
CenterPoint Energy	gas bill-All Depts.	\$7,865.33
Central Concrete	concrete for building repair-Street Dept.	\$345.76
City of Mankato	wastewater fee for February-Sewer	\$65,000.00
City of Mankato	75% of sewer revenue for 2011-Sewer Dept.	\$993.38
Computer Technology Solutions	computer repairs-Admin & Public Access	\$342.38
Crysteel Truck Equipment	equipment parts-Street, Park & Water Depts.	\$2,644.07
Dehen, Mark	mileage-Contingency	\$52.17
Electric Pump	pump repair-Sewer Dept.	\$3,334.90
Evans, M.M. & Sons	labor to disconnect furnace, a/c & wtr heater-Comm Dev	\$150.00
Express Services, Inc.	temporary crossing guards-Police Dept.	\$842.68
Fastenal Company	equipment parts & supplies-Caswell, Park & Sanit	\$28.54
Ferguson Enterprises	plumbing supplies-Fire, Street & Sewer Depts.	\$311.31
Ferrellgas	LP gas-Sanitation	\$272.64
Flags USA, Inc.	flags-Street Dept.	\$768.00
Forster, Daniel	gym membership-Police Physical Fitness	\$165.00

CLAIMS CONTINUED

Free Press	ads-Admin & Contingency	\$463.79
G & L Auto Supply	equipment parts-Police & Street Depts.	\$280.61
Gallery Nineteen	photos of City-Contingency	\$900.00
Gopher State One-Call	annual fee-Insp	\$100.00
Grainger	equipment parts & supplies-Water, Sewer & Sanit	\$122.06
Green Tech Recycling	appliance recycling 315 Range St-Comm Dev	\$29.93
Green Touch Systems	ice control-Street Dept.	\$408.53
Hansen Sanitation	refuse pickup-Sanitation	\$46,183.58
Hawkins, Inc.	chemicals-Water Dept.	\$2,252.34
Hoffman Construction	Estimate #3 CSAH 41/Carlson Dr/Howard Dr Ext	\$557,428.21
Horvick, Inc.	equipment parts-Street Dept.	\$200.62
Infratech Infrastructure Technologies	supplies-Sewer Dept.	\$321.06
Ingram Library Services	books-Library & Bookmobile	\$2,773.24
International Institute of Municipal Clerks	2012 membership fees-Admin	\$210.00
JT Services	light poles/lens-St Lighting & Local Option Sales Tax	\$5,847.64
Jeane Thorne, Inc.	professional service-Task Force	\$1,855.00
J M Promotions	calendars-Admin	\$200.50
Kennedy & Kennedy	legal services for January-Attorney & Port Authority	\$899.32
Kennedy & Graven	legal services-2011 Const & Port Authority Const	\$12,000.00
Knudson, David	travel expenses for school-Inspections	\$138.64
Kwik Trip, Inc.	unleaded & diesel fuel-All Depts.	\$25,109.42
LGT Hydraulic Service Co., Inc.	equipment parts-Street Dept.	\$125.00
LJP Enterprises, Inc.	trailer rent-Sanitation	\$600.00
LJP Waste & Recycle	transportation charges-Sanitation	\$920.20
Lakes Gas	LP gas-Caswell	\$513.07
Lawson Products, Inc.	supplies-Street & Shop	\$692.44
League of Minnesota Cities	registration fee/conference & workshop-Council & Pol	\$240.00
League of Minnesota Cities	insurance deductible-Park Dept.	\$5,000.00
LifeLine Training	training-Task Force	\$129.00
Lloyd Lumber	equipment parts & supplies-All Depts.	\$527.23
M & M Signs, Inc.	banners-Contingency	\$2,061.60
Madison National Life Insurance	life insurance for February	\$607.63
Madison National Life Insurance	voluntary life insurance for February	\$191.90
Mankato Bearing Co.	lubricant-Shop	\$116.48
Mankato Ford	equipment parts-Police & Water	\$120.37
Mankato Motor	equipment parts-Park Dept.	\$350.81
Matheson Tri-Gas, Inc.	welding supplies-Shop	\$231.70
Menards-Mankato	supplies-Caswell	\$53.07
Minnesota Crime Prevention Assn.	2012 membership dues-Police Dept.	\$45.00
Minnesota Iron & Metal Co.	steel to repair brine tank-Street Dept.	\$807.80

CLAIMS CONTINUED

Minnesota Dept of Labor & Industry	annual elevator operating license-Fire Dept.	\$100.00
Minnesota Pollution Control Agency	wastewater certification renewal-Sewer Dept.	\$23.00
Minnesota State Fire Chiefs Assn.	2012 membership dues-Fire Dept.	\$511.00
MN Dept Employment & Economic Dev	Thin Film grant repayment-Port Auth State Rev Loan	\$1,931.22
MRCI	wages for MRCI employees-Sanitation	\$7,571.08
Minnesota State University	work study student-Library	\$54.00
Mutch Northside Hardware	supplies-All Depts.	\$486.91
Nicollet County Recorder/Abstracter	recording fee-Local Option Sales Tax	\$46.00
Nicollet County Auditor/Treasurer	inspection service-2011 Construction	\$1,381.89
North Central International	equipment parts-Street, Park & Equipment Certificates	\$494.09
Paragon Printing	printed forms & envelopes-Insp, Water, Sewer & Sanit	\$8,970.65
Pet Expo Distributors	aquatic service-Library	\$40.00
Petty Cash, Clara Thorne	petty cash items-All Depts.	\$263.63
Pohlman, Tim	registration fees for regional meeting-Fire Dept.	\$91.00
PowerPlan	equipment parts-Street & Sanitation	\$860.62
Premier Veterinary Center	animal impound-Police Dept.	\$467.90
Rader, Duane	travel expenses for conference-Sewer Dept.	\$157.18
Red Feather Paper Co.	supplies-Mun Bldg, Fire, Library & Sanitation	\$1,089.45
River Bend Business Products	copier maintenance-Mun Bldg & Police	\$382.27
Sande, Wendell	car allowance for February-Admin	\$400.00
Schwicker's Tecta America	furnace repair-Police Dept.	\$157.00
Sherwin-Williams Co.	paint-Mun Bldg & Sewer	\$176.09
Sodeman, Bradley	rental license refund	\$30.00
South Central Glass, Inc.	building repair-Water Dept.	\$132.30
South Central Regional Fire Dept.	2012 association dues-Fire Dept.	\$50.00
Southern Minnesota Construction	sand & demo-Street & Sanitation	\$632.96
Southwest MN Chapter of ICC	2012 membership dues-Inspections	\$160.00
SPS Companies, Inc.	plumbing supplies-Fire, Park & Sewer Depts.	\$93.75
St. Peter Herald	subscription renewal-Admin & Library	\$94.00
Staples Advantage	supplies-All Depts.	\$1,017.64
State Industrial Products	supplies-Shop	\$1,073.11
Streicher's	helmet & supplies-Police Dept.	\$283.39
Superior Concrete	concrete block-Water Dept.	\$156.33
Tire Associates	tire repairs-Police, Street & Water Depts.	\$205.04
Titan Machinery	equipment parts-Street Dept.	\$576.29
Toppers Plus, Inc.	equipment parts-Street & Park Depts.	\$327.85
Trenchers Plus, Inc.	equipment parts-Park Dept.	\$330.68
Tri-County Communications	radio repair-Water Dept.	\$72.75
United Rentals	equipment rental-Sewer Dept.	\$213.31
Universal Truck Equipment, Inc.	equipment parts-Street Dept.	\$354.07

CLAIMS CONTINUED

Viking Electric	electrical supplies-All Depts.	\$550.14
VoyageurWeb	website design-Contingency	\$2,275.00
Wahl's Enterprises	equipment parts-Park Dept.	\$657.48
Wells Concrete	concrete Caswell Volleyball Courts-Sales Tax Fund	\$161.26
Wenzel Auto Electric Co.	equipment parts-Street Dept.	\$176.64
Werner Electric Supply	electrical supplies-Sewer & Sanitation	\$84.83
Westman Freightliner	equipment parts-Street Dept.	\$424.12
Xcel Energy	electric bill-All Depts.	<u>\$19,384.99</u>
Total		<u><u>\$946,148.41</u></u>

CLAIMS CONTINUED

General	\$96,582.63
Library	\$3,668.37
Bookmobile	\$1,189.59
Community Development	\$467.53
Local Option Sales Tax	\$1,770.64
Contingency	\$5,667.22
Port Authority	\$234.00
Port Authority State Revolving Loan Fund	\$1,931.22
Equipment Certificates	\$111.46
Local Option Sales Tax Construction	\$9,895.39
2011 Construction	\$634,716.43
2012 Construction	\$7,349.00
Port Authority Construction	\$4,500.00
Water	\$23,710.96
Sewer	\$76,711.65
Sanitary Collection	\$60,603.04
Storm Water	\$616.39
Public Access	\$3,126.40
Minnesota River Valley Drug Task Force	\$13,296.49
	<hr/>
Total	<u>\$946,148.41</u>

PORT AUTHORITY INVOICES
FOR REGULAR COUNCIL MEETING OF FEBRUARY 6, 2012

Kennedy & Kennedy	legal services for January-Port Authority	\$234.00
Kennedy & Graven	legal services-Port Authority Construction	\$4,500.00
MN Dept Employment & Economic Dev	Thin Film grant repayment-Port Auth State Rev Loan	<u>\$1,931.22</u>
Total		\$6,665.22

List of Port Authority Bills in the Amount of \$6,665.22

Council Meeting of February 6, 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 \$946,148.41

Council Meeting of February 6, 2012

Mayor Mark Dehen

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Council Member William Steiner

Council Member Robert Freyberg