

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 February 21, 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 Freyberg, Steiner and Schindle, City Administrator Sande, Finance Director Thorne, City Clerk Gehrke, Attorney Kennedy, Engineer Malm and Planner Fischer. Absent: Council Member Norland.

Approval of Agenda

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

Approval of Minutes

Council Member Freyberg moved, seconded by Council Member Steiner, to approve the minutes of the Council meeting of February 6, 2012. Vote on the motion: Freyberg, Steiner, Schindle and Dehen, aye; no nays. Motion carried.

Correspondence

Thank-You Letter from Mankato Graduation Celebration 2012

Mayor Dehen read a letter from the Mankato Graduation Celebration 2012 Committee thanking the City for the \$500 donation toward the Mankato High School graduation party celebrations for the graduating class of 2012.

Thank-You Letter from Greater Mankato Diversity Council

Mayor Dehen read a letter from the Greater Mankato Diversity Council thanking the City for the donation of \$500 for the year 2011.

Public Hearing, 7 p.m. – One-Year Extension for Job Creation for Thin Film Technology Project (DEED Grant Agreement #CDAP-09-0099-H-FY10)

The Mayor opened the public hearing to consider a one-year extension for job creation purposes for Thin Film Technology Project (DEED Grant Agreement #CDAP-09-0099-H-FY10). Planner Fischer presented background information reporting 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. He reported because Thin Film is still in the process of hiring employees, they are requesting a one-year extension for job creation purposes. As part of this process, it is necessary to hold a public hearing. Kuma Takamura, 136 Mary Circle, appeared before the Council in support of the one-year extension for job creation purposes for the Thin Film Technology Project stating it is important to support the future of Thin Film Technology. With no one else appearing before the Council, the Mayor closed this portion of the meeting. **Council Member Steiner moved, seconded by Council Member Schindle, to approve a one-year extension for job creation for the Thin Film Technology Project (DEED Grant Agreement #CDAP-09-0099-H-FY10). Vote on the motion: Freyberg, Steiner, Schindle and Dehen, aye; no nays. Motion carried.**

Open the Meeting to the Public for the First Time**Paul Donna, Northland Securities, Inc. – Recommendations for Refunding Bonds**

Paul Donna, Northland Securities, Inc., appeared before the Council and presented the Finance Plan recommendations for a crossover refunding of three outstanding bond issues, the Street Reconstruction Bonds of 2004A, the Capital Improvement Plan Bonds of 2004B and the General Obligation Improvement Bonds of 2005D. He reported the projected debt service savings over the remaining life of the issues would be \$128,371.56 which has a net present value of cash flow savings of \$117,023.46. Mr. Donna reported the recommended sale date of the bond issue is 10:30 a.m. on Monday, March 19, 2012 with award by the City Council at 7 p.m. on that day at a regularly scheduled Council meeting. As part of the bonding process, the City's bond rating will be received and he believes the City's AA+ bond rating will be reaffirmed. Administrator Sande reported that he and the Finance Director met with Mr. Donna and asked for a complete review of all bond issues and an overview report prepared for presentation to the Council. In response to questions, the Administrator reported the refunding is not extending or shortening the term of the debt. He also noted that subdivision lot sales have not kept pace with what was originally expected. Council Members Freyberg and Steiner stated this was a smart way to save money.

Res. No. 12-12 Providing for the Issuance and Sale of General Obligation Crossover Refunding Bonds, Series 2012A

Council Member Freyberg moved, seconded by Council Member Steiner, to adopt Resolution No. 12-12 Providing for the Issuance and Sale of General Obligation Crossover Refunding Bonds, Series 2012A, in the Proposed Aggregate Principal Amount of \$1,820,000. Vote on the Resolution: Freyberg, Steiner, Schindle and Dehen, aye; no nays. Motion carried.

Kim Spears, 916 South Avenue

Kim Spears, 916 South Avenue, appeared before the Council and expressed his concern that he was not given an opportunity to make comment at the public hearing.

Consent Agenda

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

- A. Audio and Large Group Permit for Veroeven Party, Wheeler Park, from 11 a.m. to 10 p.m. on Saturday, May 12, 2012.
- B. Audio and Large Group Permit for Carlson Craft Company Picnic, Spring Lake Park, from 8 a.m. to 5 p.m. on Sunday, September 23, 2012.

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

Staff Reports**City Administrator****Res. No. 13-12 Granting CCVI Operating, LLC a Franchise Extension to May 8, 2012**

Administrator Sande presented Resolution No. 13-12 Granting CCVI Operating, LLC a franchise extension to May 8, 2012. Public Access Coordinator Denny Kemp appeared before the Council and reported he met with our counsel Brian Grogan, Thomas Bordwell of Charter Government Relations and Jane Bremer, Charter's counsel on February 16, 2012 to discuss the franchise renewal. He reported the franchise renewal process had been delayed as a new Charter management team took time to get up to speed. Mr. Kemp reported that a draft of the new unified 15-year franchise agreement

with North Mankato/Mankato should be completed within the next week. Mr. Kemp presented Resolution No. 13-12 Granting CCVI Operating, LLC a Franchise Extension to May 8, 2012. **Council Member Schindle moved, seconded by Council Member Steiner, to adopt Resolution No. 13-12 Granting CCVI Operating, LLC a Franchise Extension to May 8, 2012. Vote on the Resolution: Freyberg, Steiner, Schindle and Dehen, aye; no nays. Motion carried.**

Res. No. 14-12 Approving Tax Forfeit Parcels for Public Auction

Administrator Sande presented a letter from the Nicollet County Auditor-Treasurer requesting approval of several tax forfeit parcels located in North Gate Subdivision No. 2 for public auction. The Administrator reported the special assessments levied on the properties will remain in affect and will not be waived. In response to Council Member Schindle asking if the interest on these assessments will continue, Administrator Sande reported the interest will continue. **Council Member Freyberg moved, seconded by Council Member Schindle, to adopt Resolution No. 14-12 Approving Tax Forfeit Parcels for Public Auction. Vote on the Resolution: Freyberg, Steiner, Schindle and Dehen, aye; no nays. Motion carried.**

Memorandum of Understanding with YMCA to Operate North Mankato Swim Facility

Administrator Sande presented a Memorandum of Understanding (MOU) with the YMCA to operate the North Mankato swim facility for the calendar year 2012. He reported the YMCA currently manages Tourtellotte swimming pool in Mankato. The MOU outlines the responsibilities of the YMCA and the City. The YMCA also plans to use the facility for swim lessons and after-hours activities. He reported the YMCA will carry liability insurance with the City named as an additional insured. Based on prior years' operations, a maximum payroll for the YMCA has been negotiated with the YMCA and the City sharing in any savings achieved below that amount. Mayor Dehen thanked Administrator Sande for being creative on how to address the swim facility staffing. The Council asked for a report of the outcome and the savings after the swim season. **Council Member Schindle moved, seconded by Council Member Steiner, to approve the Memorandum of Understanding with the YMCA to operate the North Mankato swim facility. Vote on the motion: Freyberg, Steiner, Schindle and Dehen, aye; no nays. Motion carried.**

Quote for Caswell Park Concession Building Roof Replacement

Administrator Sande presented quotations for roof replacement of the Caswell Park concession building. He reported after conducting an inspection of the main concession building at Caswell Park, it was determined that it is necessary to replace the roof since water is leaking through the existing roof membrane and entering the restroom, concession area and well house. In response to a question from Council Member Schindle, the Administrator reported that mold is not an issue. Staff is recommending award to Kato Roofing, Inc. for the installation of a reinforced Thermoplastic Polyolefin roof membrane for the low quote of \$26,880. He reported other costs of the project including crane rental, other equipment rental and concrete will be approximately \$20,000 and this project will be funded with sales tax funds. **Council Member Steiner moved, seconded by Council Member Schindle, to award the quote for the Caswell Park concession building roof replacement to Kato Roofing, Inc. in the amount of \$26,880. Vote on the motion: Freyberg, Steiner, Schindle and Dehen, aye; no nays. Motion carried.**

Community Video Program

Administrator Sande reported back to the Council regarding the proposed Community Video Program. After consideration of the various issues related to the Community Video Program, staff is recommending utilization of local resources to develop the community video for the web site. He

stated potential advertisers would be called upon for ads in the City newsletter, visitor's guide and proposed Caswell signage. The local provider quoted a price of approximately \$1,000 per finished minute of video programming. Local businesses could be offered a package price for several difference pieces of advertising. **Council Member Schindle moved, seconded by Council Member Steiner, to authorize staff to develop a community video using local resources. Vote on the motion: Freyberg, Steiner, Schindle and Dehen, aye; no nays. Motion carried.**

Schools and Conferences

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

1. Data Practices Training, Faribault, March 28, for Police Records Specialist.
2. Minnesota Shade Tree Short Course, Arden Hills, March 20-21 for two Public Works Employees.
3. Homeland Security Exercise and Evaluation Program, New Brighton, March 13-15, for Police Chief.

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

City Clerk

Redistricting

The City Clerk reported that on March 1, 2012, staff will meet with the Nicollet County Auditor-Treasurer to start the redistricting process and set the precinct boundaries for the City of North Mankato.

Finance Director

Res. No. 15-12 Approving Donations/Contributions

Finance Director Thorne presented Resolution No. 15-12 approving donations/contributions totaling \$3,000 from Taylor Corporation to be used for the North Mankato Taylor Library Summer Reading Program. **Council Member Steiner moved, seconded by Council Member Schindle, to adopt Resolution No. 15-12 Approving Donations/Contributions. Vote on the Resolution: Freyberg, Steiner, Schindle and Dehen, aye; no nays. Motion carried.**

City Attorney

Attorney Kennedy presented background information regarding special assessments on forfeited property. He reported that cities are giving 429 projects greater review given the recent economy.

City Engineer

Engineer Malm reported the plans for the 14/41 Project are at the Central Office in preparation for bids.

Report from Council Members

Council Member Freyberg

Council Member Freyberg reported the Stillwater City Council will be considering the future of their annual celebration, Lumberjack Days, at their Council meeting of February 21, 2012. He reported several vendors did not get paid and financial statements were not audited. He noted the League of Minnesota Cities Insurance Trust has published memos on this issue and their involvement

in defending cities. The City Attorney reported the State incurred the same difficulties of vendors not getting paid for the 4th of July celebrations held at the Capitol.

Council Member Schindle

Council Member Schindle reported he had several people contact him about why City crews removed the awning at the Commerce Drive Budget Mart and the awning at the old Christy Café building. Administrator Sande reported it was the intent to use the Budget Mart canopy as a cost-effective way to cover the gas pumps at the Street Department; however, in the final analysis it was found the spacing was not appropriate. The awning at the Christy Café building was removed in order to develop the look of the façade consistent with the other buildings in this area. Both were recycled and the City received the funds recouped from the recycling. The beams from the canopy were salvaged for future use.

Report from Mayor**Coffee with the Council**

Mayor Dehen reported Coffee with the Council was held on Saturday, February 18, 2012 and several residents attended with questions about the progress of Benson Park. Engineer Malm reported work is underway on the underground plans for the water features and the shelter. Administrator Sande asked Council to delay work at Benson Park until we are able to apply for legacy grant funds for this project. In response to a question, the City Planner reported the next Legacy Fund Grant submission would be this summer or early fall.

Intergovernmental Meeting

The Mayor reported the Intergovernmental Meeting was held on February 8, 2012 with members of the local law enforcement agencies attending to discuss ways their departments could cooperate with each other and discussion was held about security for the upcoming air show in June. Discussion was also held on the lighting of Sibley Park by the Downtown Kiwanis. Mayor Dehen reported the next Intergovernmental Meeting would be held on Wednesday, May 2, 2012 with the City Manager of Mankato and the City Administrator of North Mankato invited to discuss ways to cooperate in an effort to save dollars.

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

Kim Spears, 916 South Avenue, appeared before the Council and expressed his concern about the Community Video Program. Council Member Freyberg reported he has forwarded City web sites to the City Planner to show other creative ways to enhance the City's web site. Administrator Sande reported the Community Video Program started with an entity that wanted the City to purchase video for the web site and has progressed to the option of calling on North Mankato businesses to purchase advertising for the City newsletter, visitor's guide and web site. Council Member Schindle gave background information reporting the dollars for the Community Video Program would come from the Community Development Fund, which was formed to use for marketing of North Mankato after the City pulled out of Greater Mankato Growth.

Phil Henry, 1300 Noretta Drive

Phil Henry, 1300 Noretta Drive, appeared before the Council and complimented the City crews for the brush clearing along Belgrade Avenue.

Mr. Henry also requested information on the work in the ravine behind his home on Noretta Drive. Administrator Sande reported City crews are resetting storm sewer pipes, which is an interim fix for the larger storm sewer project in this ravine which is in the 5-Year Capital Improvement Plan.

Bills and Appropriations

Council Member Steiner moved, seconded by Council Member Schindle, to approve all bills and appropriations in the amount of \$119,893.26. Vote on the motion: Freyberg, Steiner, Schindle and Dehen, aye; no nays. Motion carried.

There being no further business, the meeting was adjourned at 7:55 p.m. on a motion by Council Member Steiner, seconded by Council Member Schindle. Vote on the motion: Freyberg, Steiner, Schindle and Dehen, aye; no nays. Motion carried.

Mayor

City Clerk

THESE ARE DRAFT MINUTES AND NOT YET APPROVED BY THE BOARD

OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS OF THE
COUNTY OF NICOLLET
February 28, 2012

The Nicollet County Board of Commissioners met in special session on Tuesday, February 28, 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 Dranttel and seconded by Haack, it was moved to approve the minutes of the February 14, 2012 Board meeting. The motion carried with Commissioners Kolars and Stenson not present for the vote.

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

List bills

Social Services Director Joan Tesdahl appeared before the Board to request approval of the Social Services bills. Upon a motion by Commissioner Kolars and seconded by 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.

Director Tesdahl requested that the Board consider approval of the 2012 Purchase of Service Agreement with Sioux Trails for mental health services to County residents. Upon a motion by Commissioner Stenson and seconded by Kolars, it was moved to accept the recommendation of the Social Services Director and approve the Sioux Trails 2012 Purchase of Service Agreement. The motion carried unanimously.

Social Services Director Tesdahl also requested that the Board consider approval of a Grant Contract through the State of Minnesota to provide innovative approaches to improving outcomes for Minnesota Family Investment Program (MFIP) participants. Upon a motion by Commissioner Haack and seconded by Dranttel, it was moved to accept the recommendation of the Social Services Director and approve the State of Minnesota Department of Human Services County Grant Contract relating to Minnesota Family Investment Program (MFIP) participants. The motion carried unanimously.

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

Probation Director Rich Molitor has informed us that he has selected Matthew Schultz to fill the temporary Probation Officer position in his department. Mr. Schultz began employment on February 15, 2012 at a salary of \$18.10 per hour.

Sheriff David Lange has filled several vacant positions:

Shawn Kunz has been hired as a full time 911 Dispatcher to replace Nathan Fromm. He will begin his position on March 5, 2012 at a salary of \$15.43 per hour, which represents pay step 3 of pay grade 12.

Jason Wech has been hired as a Temporary Correctional Office to replace Mic O'Gorman. He begins his duties on February 27, 2012 at a salary of \$15.43 per hour, which represents pay step 3 of pay grade 12.

County Attorney Michelle Zehnder Fischer has hired Bethany Trembley to fill the Secretary/Receptionist position in her office. Ms. Trembley will begin this 25 hour per week position on February 27, 2012 at a salary of \$10.61 per hour, which represents pay step 1 of pay grade 7.

Human Resources Director Haefner requested approval of several end of probation requests. She is requesting that Temporary Correctional Officer Matt Vitale be granted regular status as a Nicollet County employee, as well as Social Services Case Aide Lacey Kietzer. Upon a motion by Commissioner Haack and seconded by Kolars, it was moved to accept the recommendation of the Human Resources Director for the following

For Sheriff David Lange to approve the end of probation for Temporary Correctional Officer Matt Vitale, noting that he is a regular County employee effective March 1, 2012

For the Social Services Director Joan Tesdahl to approve the end of probation request for Case Aide Lacey Kietzer and declare that she is a regular Nicollet County employee, effective March 9, 2012.

The motion carried unanimously.

Ms. Chris Wersal appeared before the Board to request consideration of a Proclamation noting Women's History Month. Upon a motion by Commissioner Stenson and seconded by Beatty, it was moved to accept the recommendation of Chris Wersal and adopt the Resolution proclaiming March as Women's History Month in Nicollet County. The motion carried unanimously.

List proclamation

Ms. Wersal also requested that the Board agree to sponsor a table at the upcoming banquet as they have done in previous years. Upon a motion by Commissioner Stenson and seconded by Beatty, it was moved to accept the recommendation of Chris Wersal and approve the donation of \$80 for a table at the upcoming Women's History Month banquet to be held in March. The motion carried unanimously.

At this time, Mr. Ben Leonard, Director of the Nicollet County Historical Society, appeared before the Board to provide information relating to the current activities and programs at the History Center. He provided a handout that included information about the Treaty of Traverse des Sioux and a copy of the 2011 Annual Report. He thanked many of the County staff that have helped out the Historical Society throughout the year, reviewed some of the past activities and programs they have sponsored, and noted how they have utilized some of their grant funds. He provided information about Harkin Store and talked about the displays, books and brochures that they have prepared and are available for distribution.

Public Works Director Seth Greenwood appeared before the Board to request consideration and approval of the 2011 Ag Inspector report and the 2012 work plan. Mr. Tom Kennedy, Ag Inspector, was also present to provide input to the Board relating to this report and work plan. He provided details regarding how the townships, the DNR and the DOT help with the elimination of noxious weeds in the County. He noted some of the weeds that are causing problems, including wild parsnip and leafy spurge. Upon a motion by Commissioner Stenson and seconded by Kolars, it was moved to accept the recommendation of the Public Works Director and approve the 2011 Ag Inspector's report, as well as the 2012 work plan, as presented and provided by Public Works. The motion carried unanimously.

Public Works Director Greenwood requested that the Board consider advertising for 2012 CRS-2 seal coat oil and 2012 crack sealing.

Upon a motion by Commissioner Stenson and seconded by Dranttel, it was moved to accept the recommendation of the Public Works Director and authorize him to advertise for 2012 CRS-2 Seal Coat on April 2, 2012 at 11:00 a.m. The motion carried unanimously.

Upon a motion by Commissioner Stenson and seconded by Dranttel, it was moved to accept the recommendation of the Public Works Director and authorize him to advertise for 2012 crack sealing on April 2, 2012 at 11:10 a.m. The motion carried unanimously.

The Public Works Director and requested that the Board consider approval of several ditch repair reports. Upon a motion by Commissioner Stenson and seconded by Dranttel, it was moved to accept the recommendation of the Public Works Director and approve the following ditch repair reports:

| | | |
|-----------------|------------------|-------------------|
| Report No. 12-1 | County Ditch 40 | Section 19-111-29 |
| Report No. 12-2 | County Ditch 76A | Section 15-110-28 |
| Report No. 12-3 | County Ditch 78 | Section 1-110-28 |

The motion carried unanimously.

Sheriff David Lange addressed the Board to discuss a proposal for the new ARMER Dispatch Console. He noted that the cost of this equipment would be approximately \$317,000. He also stated that funding for this equipment will come from a contract grant from the Regional Radio Board in the amount of \$127,000, with the balance coming from funds that have accumulated from the 911 fund. There was discussion on what other counties are doing in regard to this project, and the time line for completion. Sheriff Lange noted that towers needed for the project are 'up and running' in Nicollet County, and local fire departments have received grants to update their equipment. Upon a motion by Commissioner Kolars and seconded by Haack, it was moved to accept the recommendation of the Sheriff and authorize him to sign the agreement with Motorola and proceed with the purchase of a new ARMER dispatch console for the Law Enforcement Center at a cost of \$316,935.00. On a roll call vote, all Commissioners voted yes and the motion carried unanimously.

Public Works Director Greenwood also discussed issues relating to the 'Granby Calf Ranch', a facility being constructed by the Davis Family Dairy. He provided an update, along with information about their request for a new outlet on the site. A site map was provided, along with information relating to the request. The Engineer's report has been received from SEH and Mr. Greenwood noted that the preliminary report looked good, so he will tentatively be approving the final report later today or tomorrow. The Granby Calf Ranch has requested authorization to put a new pipe in the southwest corner of the site to drain a portion of the proposed wetland. No action was requested at this time and Mr. Greenwood will report back to the Board at a later date regarding the information.

At this time, as allowed for in the Minnesota Open Meeting Law, the meeting was closed to discuss labor negotiations for Correctional Officers and 911 Dispatchers. Following discussion by the Board, the meeting was opened up to the public. Upon a motion by Commissioner Stenson and seconded by Beatty, it was moved to accept the recommendation of the Personnel Committee and ratify the 2012 LELS union contract with the Correctional Officers and 911 Dispatchers with the following changes to the contract.

- 1) a one year contract (2012),
- 2) a 1½% Cost of Living Adjustment in 2012, with No Performance Step Adjustment,
- 3) the same health insurance benefit package offered to non-union employees,
- 4) maximum comp time increased from 60 to 80 hours,

- 5) Changed Christmas Eve Holiday Language noting that employees receive ½ day holiday regardless of the day it falls on,
- 6) uniform/clothing allowance increased by \$25.00 for all eligible staff,
- 7) Adoption of a cash payment, twice a year for the uniform/clothing allowance
- 8) Clarifying language for PT CO's working temporarily FT, regarding their uniform allowance. They will receive the applicable allowance based on their status on January 1 and July 1.

The motion carried 4-0 with Commissioner Kolars absent for the vote.

County Administrator Robert Podhradsky addressed the Board to request their consideration of a resolution supporting the continued operation of the Nicollet County Farm Service Agency Office in St. Peter. Upon a motion by Commissioner Dranttel and seconded by Stenson, it was moved to adopt the resolution supporting the continued operation of the Nicollet County Farm Service Agency (FSA) Office in St. Peter MN. The motion carried unanimously.

List resolution

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

- Nicollet County/City of Nicollet Liaison meeting will tentatively be rescheduled for Monday, April 23 at 10:30 a.m. at Nicollet City Hall.
- Building Subcommittee next meeting will be held on March 13 at 8:00 a.m.

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

- Noted an upcoming 'Agricultural' meeting he will be attending that includes Ken Rossow, Christian Lilienthal, and Dennis Schmidt.

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

Commissioner Jack Kolars

- Reviewed information about the "We'll get there" program that takes car donations.

Commissioner James Stenson

- No report

Commissioner David Haack

- South Central Work Force Council Meeting – discussed a joint powers contract. He provided the information to the County Attorney for her to review.
- MVAC meeting last night included an architect's rendering of the proposed remodeling of the old 'Shopko' building.

Commissioner Marie Dranttel

- No report

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

Upon a motion by Commissioner Haack and seconded by Kolars, it was moved to adjourn the meeting at 11:00 a.m. The motion carried unanimously.



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 / Lasting Imprint | | |
| Address: | 38904 State Hwy 99 | | |
| City: | St Peter | State: | MN Zip: 56082 |
| Telephone: | 507-317-2180 | | |
| Sponsoring Organization: | Lasting Imprint "Our Community Has Heart" | | |
| Address: | PO Box 261 | | |
| City: | Mankato | State: | MN Zip: 56002 |
| Telephone: | 507-317-2180 | | |
| Occasion for Parade: | Community Event - 5k run/walk | | |
| Date of Parade: | May 5 2012 | Estimated Length of Parade: | 3.1 mile |
| Estimated Starting Time: | 9:00 am | Estimated Finish Time: | 10:00 am |
| General Composition of Parade: | Starting @ spring lake park - over over to hinker pond up to lake street & ending @ spring 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

2-27-12
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.

#701
Chief of Police

02-28-2012
Date

COMMENTS/ADDITIONAL STIPULATIONS:

If possible would help to have a police reserve ~~at~~ there w/ cones. please let me know asap. If this is not possible - looking for them @ 9:00 am. on Sat May 5.



- lap around lake
- out of spring lake cross Webster into Webster Fields path
- through hinkler pond path
- out onto Lind St
- up onto lake st. down back into lake

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



| | | |
|-------------------|--------------------|--------------------------------|
| Agenda Item # 12A | Department: Admin. | Council Meeting Date: 03/05/12 |
|-------------------|--------------------|--------------------------------|

TITLE OF ISSUE: Application for Final Stretch, Inc. to hold North Mankato Triathlon, Sunday, July 1, 2012 from 8 a.m. to 11 a.m.

BACKGROUND AND SUPPLEMENTAL INFORMATION:

Mayor Dehen and the staff met with representatives of Final Stretch on February 27, 2012 to discuss requirements for a proposed triathlon. As a result of that meeting, it was agreed as follows:

Final Stretch shall:

1. Apply for a permit for the event.
2. Request Council approval of road closures from 8 a.m. to approximately 10 a.m. on Sunday, July 1, 2012.
3. Provide liability insurance for the event with the City as a named insured.
4. Reimburse the City of North Mankato for all personnel costs for public safety and public works personnel. That amount is estimated to be \$2,000. It was also agreed that should the event be postponed or cancelled without at least 24 hours prior notice, the required personnel costs would still be paid.
5. Reimburse the City of Mankato and Nicollet County for any personnel costs incurred.

Maps of the running and biking routes are enclosed for your reference.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve application

For Clerk's Use:

Motion By: _____

Second By: _____

Vote Record:

Aye Nay

| | | |
|-------|-------|----------|
| _____ | _____ | Steiner |
| _____ | _____ | Norland |
| _____ | _____ | Schindle |
| _____ | _____ | Freyberg |
| _____ | _____ | Dehen |

SUPPORTING DOCUMENTS ATTACHED

Resolution Ordinance Contract Minutes Map

☐
☐
☐
☐
☒

Other (specify) _____

Application for Triathlon

☐ Workshop

☒ Regular Meeting

☐ Special Meeting

☐

Refer to: _____

☐

Table until: _____

☐

Other: _____



CITY OF NORTH MANKATO
APPLICATION FOR PARADE PERMIT

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

Applicant Information

| | | | |
|--------------------------------|---|-----------------------------|-----------------------------|
| Name: | <u>Mark Bongers</u> | | |
| Address: | <u>12447 150th St E, PO Box 121</u> | | |
| City: | <u>Neerstrand</u> | State: | <u>MN</u> Zip: <u>55053</u> |
| Telephone: | <u>507-649-2322</u> | | |
| Sponsoring Organization: | <u>Final Stretch, Inc.</u> | | |
| Address: | <u>PO Box 121</u> | | |
| City: | <u>Neerstrand</u> | State: | <u>MN</u> Zip: <u>55053</u> |
| Telephone: | <u>507-649-2322</u> | | |
| Occasion for Parade: | <u>North Mankato Triathlon</u> | | |
| Date of Parade: | <u>July 1, 2012</u> | Estimated Length of Parade: | <u>3 hours</u> |
| Estimated Starting Time: | <u>8:00 am</u> | Estimated Finish Time: | <u>11:00 am</u> |
| General Composition of Parade: | <u>Triathlon with biking and running in North Mankato, Start & Finish @ Hinker Park</u> | | |

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

Mark Bongers
Applicant

2/28/12
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

02-29-2012
Date

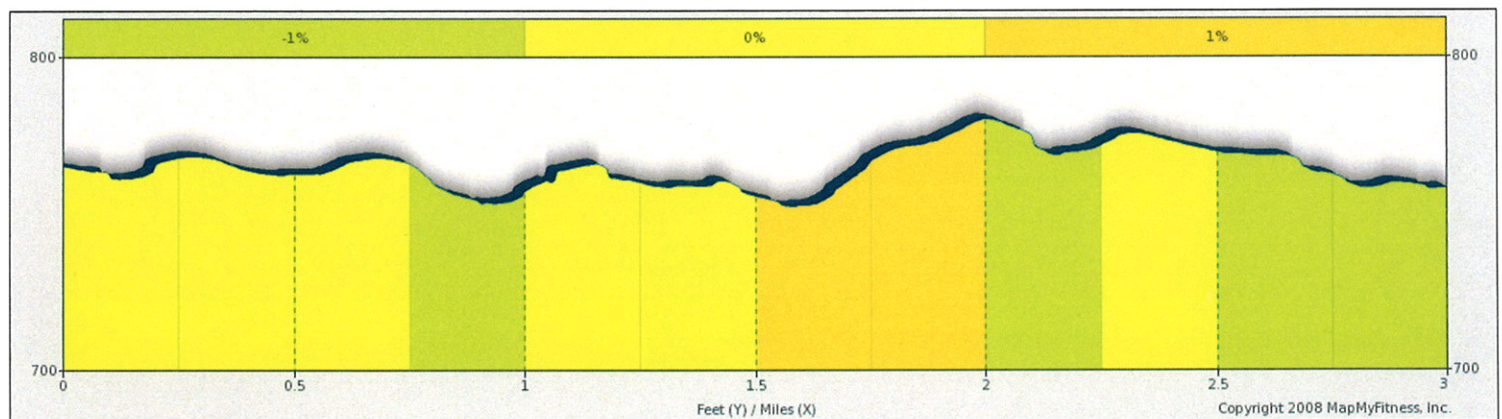
COMMENTS/ADDITIONAL STIPULATIONS:

North Mankato Triathlon 3 Mile Run

Starts In North Mankato, Minnesota

3.00 miles

Elevation
787ft Max 748ft Min +43ft Ascent -49ft Descent < 3 % Max Climb



Description

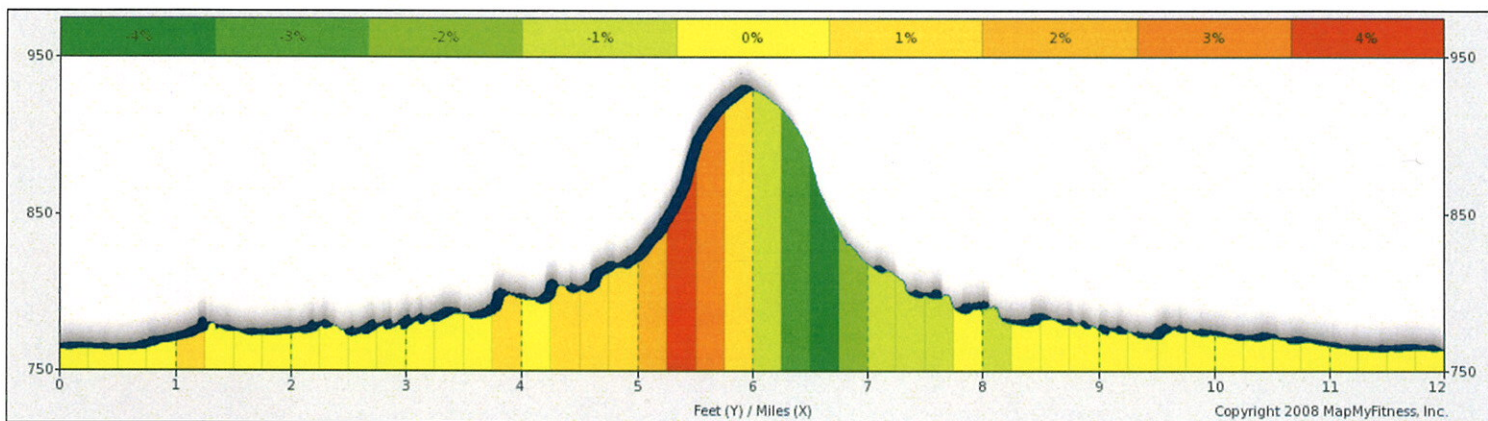
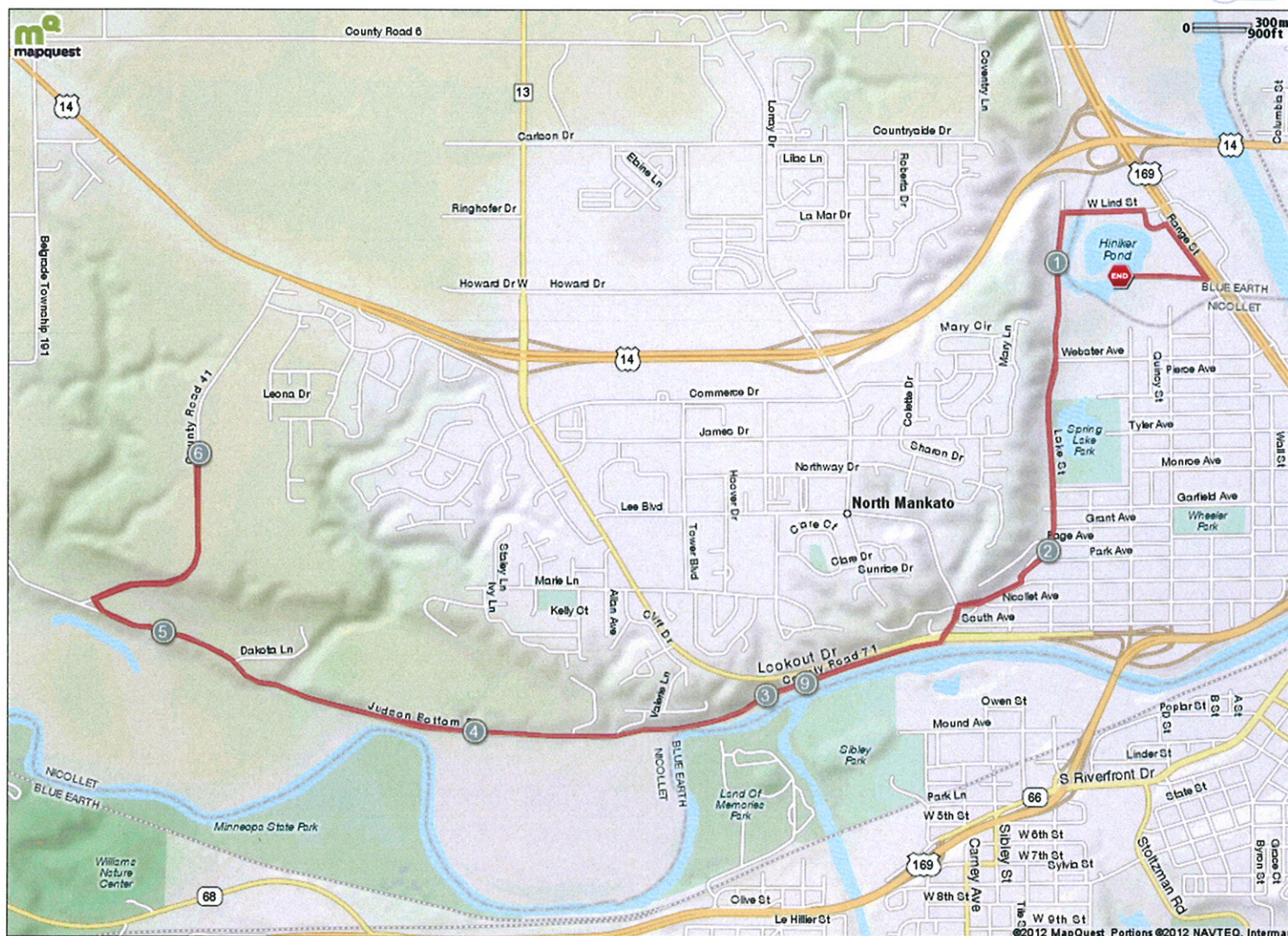
North Mankato Triathlon 12 Mile Bike

Starts in North Mankato, Minnesota

12.00 miles

Elevation Ascent Descent Max Climb Climbs

981ft Max 755ft Min +289ft -289ft 2.6 %



Description

Lynette Peterson

From: Mark Bongers [mbongers@finalstretch.com]
Sent: Tuesday, February 28, 2012 10:42 AM
To: 'Lynette Peterson'
Cc: 701@nmpd.org; 'Mark Dehen'; 'Westermayer, Matt'
Subject: North Mankato Triathlon permit application
Importance: High
Attachments: Email001.jpg; NMTri 3Mile Run.pdf; NMTri 14Mile Bike.pdf

Here is the application for the event along with the courses for the bike and the run. I will send a check asap and I will get the proof of insurance as soon I receive this. Hopefully by Friday.

Please notice that after further review, we have made some changes to the course to help with the athlete safety. It will require a few officers from Mankato since it does go a little more into Mankato.

Mark A. Bongers
Final Stretch, Inc.
P.O. Box 121
Nerstrand, MN 55053
507-664-9438
mbongers@finalstretch.com
www.finalstretch.com

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|--------------------------------|--------------------------|--------------------------|--|-------|-------|---------|--|-------|-------|---------|--|-------|-------|----------|--|-------|-------|----------|--|-------|-------|-------|---|------------|-----------|----------|---------|-----|-------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|-----------------------|--|------------|--|--|-------|--|--|--|--|-------|--|--|--|--|-------|--|--|--|--|
| Agenda Item # 12B | Department: Admin. | Council Meeting Date: 03/05/12 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TITLE OF ISSUE: Res. Authorizing the City of North Mankato to Act as the Fiscal Agent for the Minnesota River Valley Drug Task Force | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| BACKGROUND AND SUPPLEMENTAL INFORMATION: Enclosed in your packet is a memo from the Finance Director regarding our activities as fiscal agents for both the Drug Task Force and the Tactical Response Team. She has highlighted in her memo the cooperating governmental agencies for both of these endeavors. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <i>If additional space is required, attach a separate sheet</i> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| REQUESTED COUNCIL ACTION: Adopt resolution | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| For Clerk's Use: Motion By: _____ Second By: _____ <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">Vote Record:</td> <td style="width: 10%;">Aye</td> <td style="width: 10%;">Nay</td> <td></td> </tr> <tr> <td></td> <td>_____</td> <td>_____</td> <td>Steiner</td> </tr> <tr> <td></td> <td>_____</td> <td>_____</td> <td>Norland</td> </tr> <tr> <td></td> <td>_____</td> <td>_____</td> <td>Schindle</td> </tr> <tr> <td></td> <td>_____</td> <td>_____</td> <td>Freyberg</td> </tr> <tr> <td></td> <td>_____</td> <td>_____</td> <td>Dehen</td> </tr> </table> | Vote Record: | Aye | Nay | | | _____ | _____ | Steiner | | _____ | _____ | Norland | | _____ | _____ | Schindle | | _____ | _____ | 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 checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2">Other (specify) _____</td> <td colspan="3">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 checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Other (specify) _____ | | Memo _____ | | | _____ | | | | | _____ | | | | | _____ | | | | |
| Vote Record: | Aye | Nay | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | _____ | _____ | Steiner | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | _____ | _____ | Norland | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | _____ | _____ | Schindle | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | _____ | _____ | Freyberg | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | _____ | _____ | Dehen | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Resolution | Ordinance | Contract | Minutes | Map | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Other (specify) _____ | | Memo _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> Workshop <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting | <input type="checkbox"/> Refer to: _____ <input type="checkbox"/> Table until: _____ <input type="checkbox"/> Other: _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |



CITY OF NORTH MANKATO

Memorandum

To: Honorable Mayor and City Council
From: Clara Thorne, Finance Director
Subject: Drug Task Force Fiscal Agent Resolution
Date: March 1, 2012
Cc:

Attached is a resolution authorizing the City of North Mankato to act as fiscal agent for the Minnesota River Valley Drug Task Force. This will be the sixteenth year that we have acted in this capacity for the drug task force. The Minnesota River Valley Drug Task Force is a joint venture between Blue Earth County, Nicollet County, Watonwan County, Martin County, City of Madelia, City of North Mankato, City of Mankato, City of St. James and the City of St. Peter. The Drug Task Force investigates and prosecutes drug cases in the member jurisdictions.

The City of North Mankato is also the fiscal agent for the Tactical Response Team (TRT). The TRT is a joint venture between Blue Earth County, Nicollet County, LeSueur County, the City of Mankato, the City of North Mankato and the City of St. Peter. The TRT responds to high risk law enforcement events within the member jurisdictions.

Resolution No.

RESOLUTION AUTHORIZING
THE CITY OF NORTH MANKATO
TO ACT AS THE FISCAL AGENT FOR THE
MINNESOTA RIVER VALLEY DRUG TASK FORCE

WHEREAS, the City of North Mankato acts as the financial depository for the Minnesota River Valley Drug Task Force;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, as follows:

1. That the North Mankato Police Department and Minnesota River Valley Drug Task Force enter into a cooperative agreement with the Office of Drug Policy and Violence Prevention in the Minnesota Department of Public Safety for the project entitled Minnesota River Valley Drug Task Force during the period from January 1, 2012 through December 31, 2014.
2. Police Chief Chris Boyer is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of Minnesota River Valley Drug Task Force.

I certify that the above resolution was adopted by the City Council of the City of North Mankato, Minnesota on this 5th day of March 2012.

Mayor

ATTEST:

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



| | | |
|-------------------|--------------------|--------------------------------|
| Agenda Item # 12C | Department: Admin. | Council Meeting Date: 03/05/12 |
|-------------------|--------------------|--------------------------------|

TITLE OF ISSUE: Set Board of Appeal and Equalization for 9 a.m. on Thursday, April 19, 2012 at Police Annex Community Room

BACKGROUND AND SUPPLEMENTAL INFORMATION: It is necessary for the Council to formally set the date of the Board of Appeal and Equalization.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Set Board of Appeal and Equalization

For Clerk's Use:

Motion By: _____

Second By: _____

Vote Record:

Aye Nay

| | | |
|--|--|----------|
| | | Steiner |
| | | Norland |
| | | Schindle |
| | | Freyberg |
| | | Dehen |

SUPPORTING DOCUMENTS ATTACHED

Resolution Ordinance Contract Minutes Map

☐
☐
☐
☐
☐

Other (specify) _____

Letter from Nicollet County

☐ Workshop

☒ Regular Meeting

☐ Special Meeting

☐

Refer to: _____

☐

Table until: _____

☐

Other: _____

February 16, 2012

Nancy Gehrke
North Mankato City Clerk
PO Box 2055
N Mankato, MN 56003

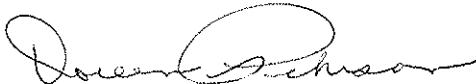
I have set the following date, time and location for your Board of Appeal and Equalization meeting for 2012:

| | |
|-----------|----------------------|
| Date: | Thursday, April 19th |
| Time: | 9:00 am |
| Location: | Police Annex |

If any part of the above schedule or the location is not correct or will not be suitable for your board, please contact me on or before February 24, 2012.

If I do not hear from you by that date, I will assume everything is acceptable and proceed to send you the official notices for the meeting.

Sincerely,



Doreen Pehrson
County Assessor

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



| | | |
|-------------------|--------------------|--------------------------------|
| Agenda Item # 12D | Department: Admin. | Council Meeting Date: 03/05/12 |
|-------------------|--------------------|--------------------------------|

TITLE OF ISSUE: Set Spring Drop-off for April 20-21-22, 2012

BACKGROUND AND SUPPLEMENTAL INFORMATION: We are requesting that Spring Drop-off be set for April 20, 21 and 22, 2012. Drop-off will be located at the Public Works compound at the corner of Sherman Street and Webster Avenue. Public Works personnel will be present to assist residents with the drop-off.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Set Spring Drop-off

For Clerk's Use:

 Motion By: _____
 Second By: _____

 Vote Record:

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

SUPPORTING DOCUMENTS ATTACHED

| | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Resolution | Ordinance | Contract | Minutes | Map |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Other (specify) _____

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

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

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



| | | |
|-------------------|--------------------|--------------------------------|
| Agenda Item # 12E | Department: Admin. | Council Meeting Date: 03/05/12 |
|-------------------|--------------------|--------------------------------|

TITLE OF ISSUE: Set Opening of Compost Site for April 2, 2012

BACKGROUND AND SUPPLEMENTAL INFORMATION: We are requesting that you set an opening date of April 2, 2012 for the compost site at the Recycling Center.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Set compost site opening

For Clerk's Use:

 Motion By: _____
 Second By: _____

 Vote Record:

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

SUPPORTING DOCUMENTS ATTACHED

| | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Resolution | Ordinance | Contract | Minutes | Map |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Other (specify) _____

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

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

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



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|--|--|--------------------------------|--------------------------|--------------------------|-------|---------|-------|-------|---------|-------|-------|----------|-------|-------|----------|-------|-------|-------|--|------------|-----------|----------|---------|-----|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Agenda Item # 12F | Department: Admin. | Council Meeting Date: 03/05/12 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TITLE OF ISSUE: Set Water Main Flushing for April 23-May 4, 2012 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| BACKGROUND AND SUPPLEMENTAL INFORMATION: We are requesting that you set water main flushing for April 23 through May 4, 2012. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <i>If additional space is required, attach a separate sheet</i> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| REQUESTED COUNCIL ACTION: Set water main flushing | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 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>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table> | Aye | Nay | | _____ | _____ | Steiner | _____ | _____ | Norland | _____ | _____ | Schindle | _____ | _____ | Freyberg | _____ | _____ | Dehen | 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> </table> Other (specify) _____ _____ _____ _____ _____ | Resolution | Ordinance | Contract | Minutes | Map | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Aye | Nay | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| _____ | _____ | Steiner | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| _____ | _____ | Norland | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| _____ | _____ | Schindle | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| _____ | _____ | Freyberg | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| _____ | _____ | Dehen | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Resolution | Ordinance | Contract | Minutes | Map | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> Workshop <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting | <input type="checkbox"/> Refer to: _____ <input type="checkbox"/> Table until: _____ <input type="checkbox"/> Other: _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



| | | |
|-------------------|--------------------|--------------------------------|
| Agenda Item # 12G | Department: Admin. | Council Meeting Date: 03/05/12 |
|-------------------|--------------------|--------------------------------|

TITLE OF ISSUE: Schools and Conferences

BACKGROUND AND SUPPLEMENTAL INFORMATION: For items 1-2 we are requesting actual and necessary expenses for the listed employees to attend the schools and conferences listed. No out-of-state travel is involved.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve actual and necessary expenses

For Clerk's Use:

 Motion By: _____
 Second By: _____

 Vote Record:

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

SUPPORTING DOCUMENTS ATTACHED

| | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Resolution | Ordinance | Contract | Minutes | Map |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Other (specify) _____
 Travel & Training Requests

| | |
|-------------------------------------|-----------------|
| <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: _____ |



Date: 02-21-2012

CITY OF NORTH MANKATO
Training and Travel Request

Department: Police

Names: Chris Boyer

Number of Personnel Attending: 1

Event: Mass Fatality Workshop

Dates: May 1-3, 2012

Location: Camp Ripley

Required Training for Certification/License: ☒ Yes ☐ No

What Certification/License is this training required for? P.O.S.T

Emergency Management.

Description: The workshop prepares the participant
to deal with mass fatalities from a large
spectrum of sources.



Date: 03-01-12

CITY OF NORTH MANKATO
Training and Travel Request

Department: Police

Names: Chris Boyer

Number of Personnel Attending: 1

Event: Debris management

Dates: 04-10-12 to 04-11-12

Location: St. Paul Emergency operations center

Required Training for Certification/License: ☒ Yes ☐ No

What Certification/License is this training required for? P.O.S.T

Emergency Management

Description: (see attached)

Log-off



Minnesota Division of Homeland Security and Emergency Management



View/Register for Courses ▾

Course Evaluation

Participant History ▾

Participant Profile

Class Confirmation

Your registration has been processed for the following class.

| | |
|--------------------|---|
| Course Code | *G202 |
| Course Name | Debris Management |
| Purpose | <p>The course goal is to enable participants to successfully plan for, respond to, and recover from major debris-generating events.</p> <p style="text-align: center;">Objectives:</p> <ul style="list-style-type: none"> ● Apply knowledge of planning for, implementing, and managing debris activities, including issues associated with: <ul style="list-style-type: none"> ● environmental and historic preservation considerations <ul style="list-style-type: none"> ● debris forecasting and estimating <ul style="list-style-type: none"> ● debris contracting ● debris management site evaluation and operation <ul style="list-style-type: none"> ● debris monitoring ● supplemental assistance ● Apply knowledge of FEMA eligibility and reasonable cost criteria as pertinent to Presidentially declared events. |
| Notes | <p>The Minnesota Peace Officer Stands and Training (POST) Board has approved this course for 14 hours of continuing education credit.</p> <ul style="list-style-type: none"> ● Course Title: Debris Management ● Course Number: 9047-0190 ● Credit Hours Approved: 14 ● Course Approval Date: August 7, 2009 through August 6, 2012 <p>For continuing education credit, peace officers should keep copies of their course training materials and course completion certificate to support their request for continuing education credit, in the event they are audited by the POST Board.</p> <p>Course materials are printed, 3-hole punched and secured with a single metal book ring. Due to cost, vinyl binders are no longer provided, so please feel free to bring your own spare binder to class.</p> |
| Agenda | <p>The course goal is to enable participants to successfully plan for, respond to, and recover from major debris-generating events.</p> <p style="text-align: center;">Objectives:</p> <ul style="list-style-type: none"> ● Apply knowledge of planning for, implementing, and managing debris activities, including issues associated with: <ul style="list-style-type: none"> ● environmental and historic preservation considerations <ul style="list-style-type: none"> ● debris forecasting and estimating |

| | |
|--|---|
| | <ul style="list-style-type: none"> • debris contracting • debris management site evaluation and operation • debris monitoring • supplemental assistance • Apply knowledge of FEMA eligibility and reasonable cost criteria as pertinent to Presidentially declared events. |
|--|---|

A reminder will be sent to the individual approximately one week prior to the start of the class. If this individual is not able to attend please cancel her/him to make room for someone else. Thank you.

| Date1 | Times Day1 | Date2 | Times Day2 | Location | Regular Seat | Wait Listed |
|-----------|-------------|-----------|-------------|---|--------------|-------------|
| 4/10/2012 | 0900 - 1630 | 4/11/2012 | 0800 - 1600 | State Emergency Operations Center, St. Paul | X | |

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



| | | |
|--|------------------------|---|
| Agenda Item # 13A | Department: City Clerk | Council Meeting Date: 03/05/12 |
| TITLE OF ISSUE: Voting Precincts and Polling Places | | |
| BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is a memo and preliminary map of North Mankato precinct boundaries for the legislative redistricting. | | |
| <i>If additional space is required, attach a separate sheet</i> | | |
| REQUESTED COUNCIL ACTION: Information only | | |
| For Clerk's Use: | | SUPPORTING DOCUMENTS ATTACHED |
| Motion By: _____ | | Resolution Ordinance Contract Minutes Map |
| Second By: _____ | | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> |
| Vote Record: | | Other (specify) <u>Memo</u> |
| Aye Nay | | _____ |
| _____ Steiner | | _____ |
| _____ Norland | | _____ |
| _____ Schindle | | _____ |
| _____ Freyberg | | _____ |
| _____ Dehen | | _____ |
| <input type="checkbox"/> Workshop | | <input type="checkbox"/> Refer to: _____ |
| <input checked="" type="checkbox"/> Regular Meeting | | <input type="checkbox"/> Table until: _____ |
| <input type="checkbox"/> Special Meeting | | <input type="checkbox"/> Other: _____ |

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Nancy Gehrke, City Clerk
DATE: March 5, 2012
SUBJECT: Voting Precincts and Polling Places

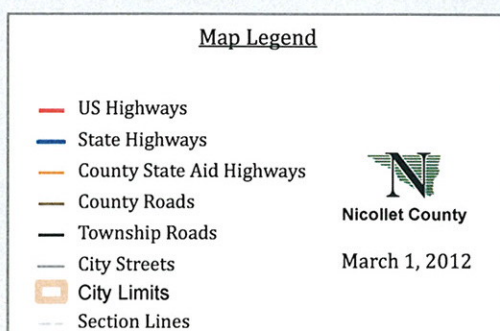
Due to the redistricting of the State of Minnesota, it is necessary for the City of North Mankato to re-establish precinct boundaries within 60 days of the completion of legislative redistricting or by April 3, 2012, whichever comes first.

The Deputy Clerk and I met with Nicollet County and reviewed the precincts for the City of North Mankato based on population, Commissioner Districts and census blocks. We are proposing seven precincts, with Precinct 7 being in the growth area of the City and the precinct that will be in a separate Commissioner District. Precincts 1-3 will be in one full Commissioner District and Precincts 4-6 in the other full Commissioner District.

Prior to adoption of the voting precincts, we will be identifying our polling place for each newly established precinct. As part of that process, we will be contacting those proposed polling locations to receive their approval to hold the elections at their facility and ensure the polling locations comply with Minnesota Statute.

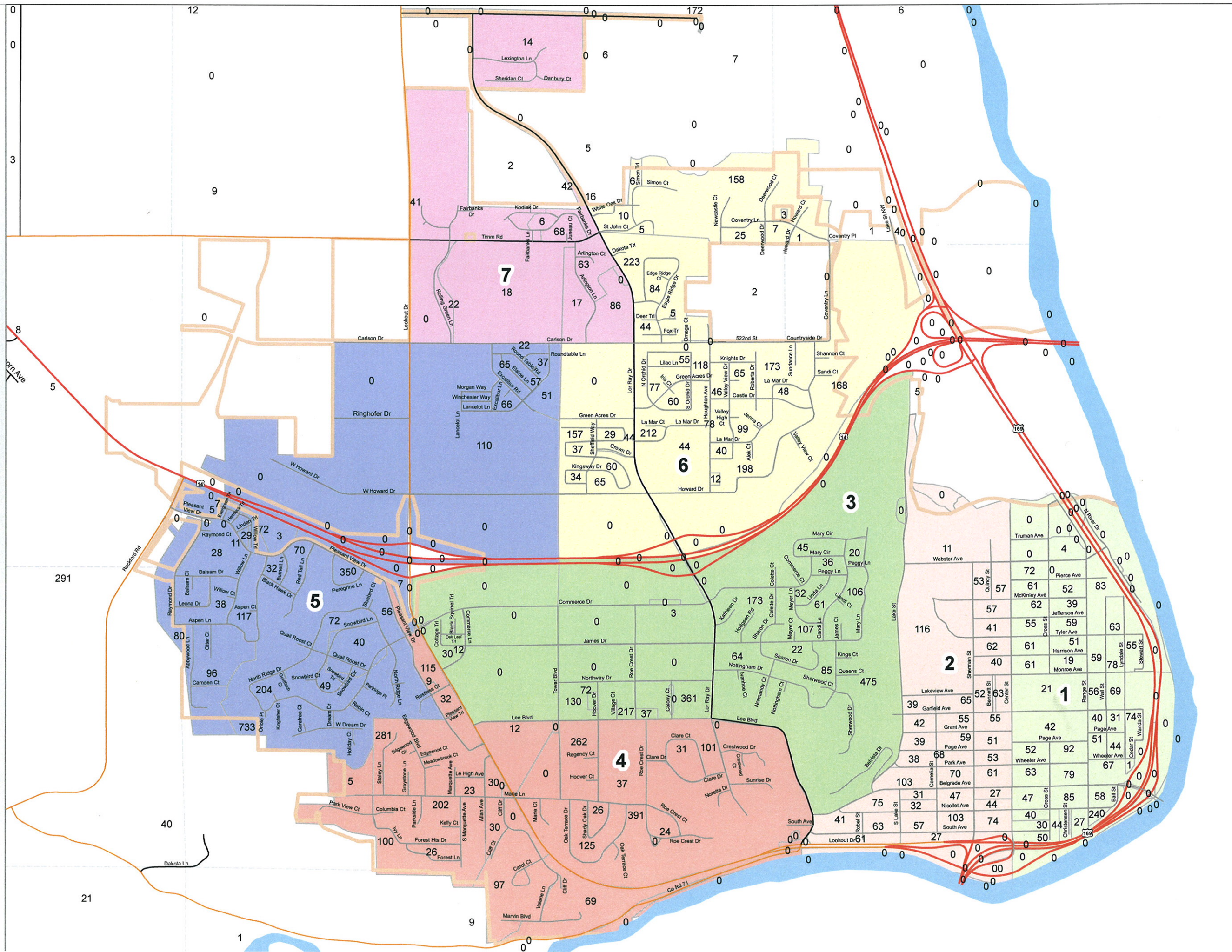
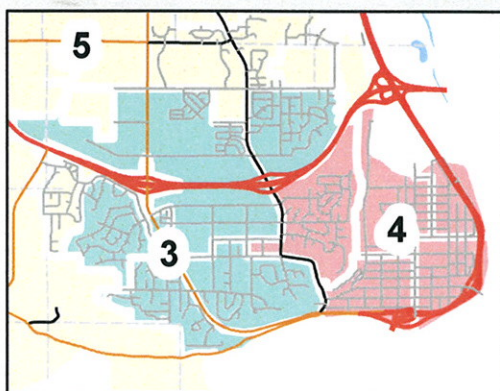
A resolution establishing precincts and designating polling places for the 2012 Primary and General Elections will be brought before the Council at the March 19, 2012 Council meeting.

City of
North Mankato
Precincts



This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of information from various sources and is to be used for reference purposes only. Nicollet County is not responsible for any inaccuracies herein contained. If discrepancies are found, please contact the Nicollet County Office of Technologies.

Existing County Commissioner Districts



RESOLUTION NO.

RESOLUTION MAKING APPOINTMENT TO THE
BOARD OF APPEAL AND EQUALIZATION

WHEREAS, the North Mankato Board of Appeal and Equalization has an opening; and

WHEREAS, John Stoffel has expressed his willingness to serve in this capacity; and

WHEREAS, the City of North Mankato and the Board of Appeal and Equalization will benefit from this appointment;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, to appoint John Stoffel to a term on the Board of Appeal and Equalization effective March 5, 2012 until December 31, 2013.

Adopted by the City Council this 5th day of March 2012.

Mayor

ATTEST:

City Clerk

CLAIM REPORT
BILLS PAID AFTER THE COUNCIL MEETING OF FEBRUARY 21, 2012
END OF MONTH

| | | | |
|-------|-----------------------------------|---|--------------------|
| 71287 | Void | Void | (\$1,879.38) |
| 71313 | Void | Void | \$0.00 |
| 71314 | Telrite | long distance phone bill-Mun Bldg | \$246.13 |
| 71315 | HickoryTech | telephone bill-All Depts. | \$462.69 |
| 71316 | Madison National Life Insurance | March life insurance | \$627.87 |
| 71317 | Madison National Life Insurance | March voluntary life insurance | \$47.10 |
| 71318 | Sprint | PCS connection card data plan-Pol, 2011 Const & P/A | \$199.95 |
| 71319 | Affinity Plus Fed Credit Union | employee payroll deductions | \$192.62 |
| 71320 | ICMA Retirement Trust - 457 | employee payroll deductions | \$9,428.85 |
| 71321 | ICMA Retirement Trust - Roth IRA | employee payroll deductions | \$430.77 |
| 71322 | Law Enforcement Labor Service | employee payroll deductions | \$378.00 |
| 71323 | NCPERS Minnesota-Unit 662400 | employee payroll deductions | \$192.00 |
| 71324 | United Way | employee payroll deductions | \$492.97 |
| 71325 | John Deere Financial | oil & equipment parts-Street & Park Depts. | \$101.89 |
| 71326 | Keystone | equipment parts-Water Dept. | \$480.77 |
| 71327 | Nicollet County Auditor/Treasurer | inspection service-2011 Construction | \$497.49 |
| 71328 | Southern Minnesota Surgical, Inc. | CBD grant for improvement 223 Belgrade-Sales Tax Fd | \$25,000.00 |
| 71329 | Southern Minnesota Surgical, Inc. | CBD loan for improvement 223 Belgrade-Sales Tax Fd | \$25,000.00 |
| 71330 | MII Life, Inc.-VEBA | employee contribution to VEBA | \$16,191.15 |
| Total | | | <u>\$78,090.87</u> |

CLAIMS CONTINUED

| | |
|------------------------|---------------------------|
| General | \$5,737.37 |
| Library | \$191.45 |
| Bookmobile | \$6.20 |
| Community Development | \$112.60 |
| Local Option Sales Tax | \$50,000.00 |
| 2011 Construction | (\$1,327.16) |
| Water | \$22,336.77 |
| Sewer | \$769.45 |
| Sanitary Collection | \$67.36 |
| Storm Water | \$12.34 |
| Public Access | <u>\$184.49</u> |
| Total | <u><u>\$78,090.87</u></u> |

PORT AUTHORITY INVOICES
BILLS PAID AFTER THE COUNCIL MEETING OF FEBRUARU 21, 2012
END OF MONTH

None to report

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

Council Meeting of March 5, 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 \$78,090.87

Council Meeting of March 5, 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 MARCH 5, 2012

| | | |
|-------------------------------------|--|-------------|
| Affordable Jetting, Inc. | professional service-Police Dept. | \$131.25 |
| Alpha Wireless Communications | supplies-Fire Dept. | \$57.11 |
| Ameripride Services | gloves, uniform & towel service-All Depts. | \$680.63 |
| American Legal Publishing Co. | internet for code ordinances-Contingency | \$325.00 |
| Appraisal Services of Mankato, Inc. | appraisal of house 238 Nicollet Ave-Sales Tax Fund | \$360.00 |
| Apt Machining & Fabricating, Inc. | equipment parts-Sanitation | \$300.00 |
| Audio Editions | audio books-Library | \$32.39 |
| Baker & Taylor | books-Library & Bookmobile | \$55.96 |
| Barnes & Noble | books-Library | \$18.38 |
| Batteries Plus | supplies-Inspections & Shop | \$10.63 |
| Benco Electric Cooperative | electric bill-All Depts. | \$23,864.81 |
| Blue Earth County | salary-Task Force | \$10,552.07 |
| Bolton & Menk, Inc. | engineering fees-Sales Tax Fund, 2011 & 2012 Const | \$95,937.45 |
| Border States Electric Supply | equipment parts-Sewer Dept. | \$408.48 |
| C & S Supply Co., Inc. | equipment parts & supplies-All Depts. | \$475.88 |
| Caretakers, Inc. | snow removal-Public Access | \$84.80 |
| Cargill, Inc. | road salt-Street Dept. | \$8,592.42 |
| CDW Government | shelving, routers, software & supplies | \$2,026.06 |
| CenterPoint Energy | gas bill-All Depts. | \$7,786.22 |
| City of Mankato | wastewater fee for March-Sewer | \$65,000.00 |
| Computer Technology Solutions, Inc. | printer repairs & toner-Police, Water, Sewer & Sanit | \$543.61 |
| Davidson, Dan | supplies-Task Force | \$85.46 |
| DEMCO, Inc. | supplies-Library | \$205.58 |
| Emergency Automotive Technologies | equipment parts-Fire Dept. | \$17.01 |
| EPA Audio Visual, Inc. | web hosting-Public Access | \$2,818.60 |
| Express Services | temporary crossing guards & worker-Pol & Comm Dev | \$724.29 |
| Fastenal Companies | equipment parts & supplies-Street & Sewer | \$42.28 |
| Freyberg Petroleum Sales, Inc. | lubricating oil-All Depts. | \$236.91 |
| Fries, Steve Construction, Inc. | shed update-Public Access | \$4,371.88 |
| Gold Cross Ambulance | CPR training-Fire Dept. | \$162.75 |
| Gosewisch Construction, Inc. | crane rental-Local Option Sales Tax | \$370.00 |
| Grainger | equipment parts-Caswell | \$37.42 |
| Green Tech Recycling | appliance recycling-Sanitation | \$157.11 |
| Hansen Sanitation | refuse pickup-Sanitation | \$49,033.90 |
| Hawkins, Inc. | chemicals-Water Dept. | \$2,838.21 |

CLAIMS CONTINUED

| | | |
|-------------------------------------|---|--------------|
| Hermel, A. H. Company | hot chocolate-Library | \$75.51 |
| Hoffman Construction Co. | Estimate #11 CSAH 41/Carlson Dr/Howard Dr | \$216,532.01 |
| Horvick, Inc. | equipment parts-Street Dept. | \$4.28 |
| Ibberson, Terry | replace lost check #70590-Police Dept. | \$585.00 |
| Ingram Library Services | books-Library & Bookmobile | \$1,163.35 |
| J.T. Services | lights & equipment parts-Str Lights & Sales Tax Fund | \$4,467.04 |
| Jackson-Hirsh, Inc. | laminating supplies-All Depts. | \$107.04 |
| Jeane Thorne, Inc. | professional service-Task Force | \$2,121.00 |
| Johnson, Andy | license tabs-Task Force | \$22.00 |
| LJP Enterprises, Inc. | trailer rent-Sanitation | \$600.00 |
| Larkstur Engineering & Supply, Inc. | equipment parts-Street Dept. | \$150.15 |
| Lawson Products | supplies-Shop | \$430.42 |
| League of Minnesota Cities | membership dues-Mayor/Council | \$10,194.00 |
| Leon's Custom Backhoe | curb box repair-Water Dept. | \$300.00 |
| Lloyd Lumber | equip parts, building materials & supplies-All Depts. | \$1,934.08 |
| MacTools Distributor | supply-Shop | \$5.89 |
| Mankato Oil & Tire Company | tires-Police Dept. | \$945.05 |
| Mankato Public Schools | transportation for special programs-Library | \$226.40 |
| Mankato Tent & Awning Co. | repair banners-Contingency | \$70.00 |
| Martin Luther College Library | lost book-Library | \$12.00 |
| Menards-Mankato | storage cabinet-Caswell | \$148.56 |
| MII Life, Inc.-VEBA | 2nd quarter contributions for VEBA account | \$27,900.00 |
| Minneapolis Finance Dept. | Automated Pawn System user access fee-Police | \$204.00 |
| Minnesota Department of Health | water connect charge-Water Dept. | \$7,466.00 |
| Minnesota Petroleum Service | additive for fuel pumps-Shop | \$210.99 |
| Minnesota River Board | 2011 Mount Simon monitoring expenses-Water | \$9,553.08 |
| Minnesota Sports Institute | professional service-Comm Dev | \$3,600.00 |
| Mn Dept Employment & Economic Dev | Thin Film grant repayment-Port Auth State Rev Loan | \$1,931.22 |
| Minnesota State University | work study student-Library | \$129.00 |
| Mutch Northside Hardware | supplies-All Depts. | \$465.17 |
| North Central International | equipment parts-Street, Bookmobile & Sewer | \$627.51 |
| North Kato Supply | supplies-Shop | \$200.39 |
| Overhead Door Co. of Mankato, Inc. | overhead door repairs-Police Dept. | \$145.90 |
| Pet Expo Distributors | aquatic service-Library | \$40.00 |
| Petty Cash, Clara Thorne | petty cash items-All Depts. | \$139.74 |
| Phillips, Kyle | equipment parts-Task Force | \$110.85 |
| PowerPlan | equipment parts-Street & Park Depts. | \$1,165.03 |
| Praxair Distribution, Inc. | supplies-Street & Park Depts. | \$58.57 |
| RSC Equipment Rental | equipment rental-Sewer Dept. | \$871.89 |
| Red Feather Paper Co. | cleaning supplies-Mun Bldg, Fire, Street & Library | \$498.96 |

CLAIMS CONTINUED

| | | |
|---------------------------------|--|----------------------------|
| River Bend Business Products | copier maintenance-Mun Bldg & Police | \$501.26 |
| Rotary Club of North Mankato | 2012 membership dues-Admin | \$320.00 |
| Sande, Wendell | car allowance for March-Admin | \$400.00 |
| Select Account | Jan & Feb participant fees-Unallocated | \$228.75 |
| Southern Minnesota Construction | tree disposal-Park Dept. | \$135.00 |
| Staples Advantage | office supplies-Police, Insp, Shop & Comm Dev | \$115.66 |
| Texas Refinery | fuel additives-All Depts. | \$1,735.37 |
| United Rentals | supplies-Street Dept. | \$26.84 |
| Upstart | summer reading supplies-Library | \$1,401.45 |
| Viking Fire & Safety | service fire extinguishers-Police Dept. | \$52.40 |
| Viking Electric Supply | electrical supplies-Str Lighting, Sales Tax Fund & Wtr | \$613.24 |
| WW Blacktopping, Inc. | adjusting rings Carlson project-2011 Construction | \$160.00 |
| Weir, James R., Agency | electrical contractors bond-Water Dept. | \$219.00 |
| Wenzel Auto Electric Co. | equipment parts-Street Dept. | \$84.82 |
| Werner Electric Supply | equipment parts-Sewer Dept. | \$76.04 |
| Xcel Energy | electric bill-All Depts. | <u>\$20,134.69</u> |
| Total | | <u><u>\$599,961.15</u></u> |

CLAIMS CONTINUED

| | |
|--|----------------------------|
| General | \$84,986.49 |
| Library | \$4,926.50 |
| Bookmobile | \$804.33 |
| Community Development | \$3,732.93 |
| Local Option Sales Tax | \$2,486.79 |
| Contingency | \$513.24 |
| Port Authority State Revolving Loan Fund | \$1,931.22 |
| Local Option Sales Tax Construction | \$8,761.52 |
| 2011 Construction | \$306,831.01 |
| 2012 Construction | \$1,053.00 |
| Water | \$36,950.77 |
| Sewer | \$71,145.85 |
| Sanitary Collection | \$52,408.57 |
| Storm Water | \$1,490.88 |
| Public Access | \$9,341.95 |
| Public Access Equipment Replacement | (\$295.28) |
| Minnesota River Valley Drug Task Force | <u>\$12,891.38</u> |
| Total | <u><u>\$599,961.15</u></u> |

PORT AUTHORITY INVOICES
FOR REGULAR COUNCIL MEETING OF MARCH 5, 2012

| | | |
|-----------------------------------|--|--------------------------|
| Mn Dept Employment & Economic Dev | Thin Film grant repayment-Port Auth State Rev Loan | <u>\$1,931.22</u> |
| Total | | <u><u>\$1,931.22</u></u> |

List of Port Authority Bills in the Amount of \$1,931.22

Council Meeting of March 5, 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 \$599,961.15

Council Meeting of March 5, 2012

Mayor Mark Dehen

Council Member Bill Schindle

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg