

COUNCIL MINUTES December 2, 2013

Pursuant to due call and notice thereof, a regular meeting of the North Mankato City Council was held in the Council Chambers of the Municipal Building on December 2, 2013. Mayor Dehen called the meeting to order at 7 p.m. asking that everyone join in the Pledge of Allegiance. The following were present for the meeting, Mayor Dehen, Council Members Freyberg, Spears, Steiner and Norland, Administrator Harrenstein, Finance Director Thorne, Attorney Kennedy, City Clerk Gehrke, Planner Fischer, Engineer Sarff and Public Works Director Swanson.

Approval of Agenda

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

Approval of Minutes

Council Member Norland moved, seconded by Council Member Steiner, to approve the minutes of the Council Workshop of November 18, 2013 and the Council meeting of November 18, 2013. Vote on the motion: Freyberg, Spears, Steiner, Norland and Dehen, aye; no nays. Motion carried.

Public Hearing, 7 p.m. – 2014 Budget

Mayor Dehen opened the public hearing to consider the 2014 Budget. Notice of the public hearing was published in the City's official newspaper. Finance Director Thorne gave a PowerPoint presentation reporting the purpose of this hearing is to discuss the budget and levy and allow for public input prior to the final budget and levy determination. She reported the Council passed the maximum levy of \$5,383,784 by resolution on September 3, 2013 and staff has projected the same levy for the final budget resolution. This equals a 0% City property tax increase over the previous year. The Finance Director reported in 2013, the State gave sales tax exemptions to local governments effective January 1, 2014 which allows local government to buy taxable goods and services without paying sales tax, with certain exceptions. She reported the City paid approximately \$107,000 in sales tax in 2012 and estimates a savings of slightly less in 2014. These savings have been incorporated into keeping the property tax levy the same as in 2013. The Finance Director reviewed repayment of interfund loans, water and sewer rates, equipment replacement schedule, Comprehensive Plan and regional agency allocations, and capital improvement. The Finance Director reported the 2014 Budget and property tax levy would be adopted at the December 16, 2013 Council meeting. Some discussion was held regarding the revenue stream for the Sales Tax Fund. Finance Director Thorne will provide the Council with a recap of bond costs paid by sales tax. Barbara Church, 102 E. Wheeler Avenue, appeared before the Council and stated the sales tax dollars should go to the 14/41 project, asked why the funds were consolidated, asked if there was a chance that brush pick up would be reinstated, and spoke of the interlibrary loan program. With no one else appearing, the Mayor closed this portion of the meeting.

Consent Agenda

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

1. Bills and Appropriations.
2. Res. No. 75-13 Approving Donations/Contributions/Grants.
3. Res. No. 76-13 Transferring the City of North Mankato's Duties as the Local Board of Appeal and Equalization to the Blue Earth County Board of Appeal and Equalization for North Mankato Property Located in Blue Earth County.

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Mayor Dehen thanked the Taylor Corporation for the \$10,000 donation for the bookmobile replacement and to others who made donations to the Library.

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

Public Comments

The Mayor opened the meeting for the first time with no one appearing.

Business Items

License Renewals for 2014

Clerk Gehrke presented a list of the 2014 liquor license renewals for on-sale intoxicating liquor, Sunday liquor, 3.2 on-sale and wine, off-sale intoxicating liquor, club on-sale intoxicating liquor pints-on-premise and off-sale intoxicating (growler). The Police Department recommends approval and issuance of the renewal applications for 2014. All insurance certificates have been received and appropriate fees and property taxes have been paid. The Clerk also presented the 2014 license renewals for soft drink, cigarette, mechanical amusement devices, refuse haulers, mobile home parks, 3.2 non-intoxicating off-sale, cabaret and taxi. All appropriate fees and insurance certificates have been received and staff recommends approval of all license renewals for 2014. **Council Member Steiner moved, seconded by Council Member Norland, to approve all 2014 liquor and other license renewals and authorize the Mayor and Clerk to sign all licenses. Vote on the motion: Freyberg, Spears, Steiner, Norland and Dehen, aye; no nays. Motion carried.**

Set Bid Opening for Materials and Rental Equipment for Year 2014

Council Member Norland moved, seconded by Council Member Freyberg, to set January 6, 2014 for a bid opening on Materials and Rental Equipment for 2014. Vote on the motion: Freyberg, Spears, Steiner, Norland and Dehen, aye; no nays. Motion carried.

Discuss Request for Proposals (RFP) for Professional Realty Services

Planner Fischer requested clarification about the Request for Proposal for Professional Realty Services before the RFP process begins. Council Member Freyberg stated the City has a large investment in the Northport Industrial Park and the property should be actively marketed. Discussion was held regarding the terms of a contract, about erecting a large sign showing the lots available and posting the property for sale on the City's website. The Council requested the City Planner meet with the area commercial realtors to gather information prior to the RFP process and instructed staff to have a sign placed in the area as soon as possible.

City Administrator and Staff Comments

Public Works Director Swanson reported the last day for leaf collection is December 4, 2013 and the compost site will be closing on Monday, December 9, 2013.

Mayor and City Council Comments

Mayor Dehen thanked staff for their assistance on the Kiwanis Holiday Lights at Sibley Park. He reported the parade and the lighting was larger than last year. Volunteers are needed on January 1st to remove the lights.

COUNCIL MINUTES December 2, 2013**Public Comments****Barbara Church, 102 E. Wheeler Avenue**

Barbara Church, 102 E. Wheeler Avenue, appeared before the Council and asked that any openings on committees be posted on the City's website. Mayor Dehen reported that an email has been sent out to existing committee members and that any seats that will be open will be posted on the website.

There being no further business, on a motion by Council Member Steiner, seconded by Council Member Norland, the meeting was adjourned at 7:58 p.m.

Mayor

City Clerk