

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 22, 2013. 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, Spears and Steiner, Interim City Administrator Fischer, City Clerk Gehrke, Finance Director Thorne, Engineer Malm and Attorney Kennedy. Absent: Council Member Freyberg.

Approval of Agenda

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

Approval of Minutes

Council Member Steiner moved, seconded by Council Member Norland, to approve the minutes of the Council meeting of January 7, 2013 and the Special Council meeting of January 14, 2013. Vote on the motion: Norland, Spears, Steiner and Dehen, aye; no nays. Motion carried.

Correspondence

Letter from Don and Joanne Kvasnicka

The Mayor read a letter from Don and Joanne Kvasnicka regarding the Sibley Park Holiday Lights asking the City of North Mankato to support the extension of lights to the entry way from the Highway 169 turnoff and the roadway along the Minnesota River to create even more interest and attract more visitors.

Letter from Governor Mark Dayton

The Mayor read a letter from Governor Mark Dayton which in part stated on March 27, 2012, the Census Bureau identified the Mankato area as an urbanized area with a population of 57,584 and the local governments within the Mankato urbanized area have now adopted a Joint Powers Agreement establishing the Mankato/North Mankato Area Planning Organization (MPO). With that agreement, he has designated the Mankato/North Mankato Area Planning Organization as the MPO for the Mankato urbanized area.

U.S. Highway 14 Partnership

The Mayor presented a notice from the U.S. Highway 14 Partnership that at their 2013 Annual Membership meeting, the U.S. Highway 14 Partnership voted to increase local government membership dues by \$100, increasing the City of North Mankato assessment to \$1,825 for 2013. The Mayor will address this under his portion of the meeting.

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. Interim Administrator 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 2012 noting all ordinances adopted by the Council during 2012 are included in the amendments to the Code of Ordinances. He reported that based on a review of 2012's activity, staff has developed the recommended changes as outlined in Exhibit A to Ordinance No. 48, Fourth Series. Regarding Section

52.01 Connection with City Water System, Council Member Spears questioned changing the service connection requirement from 8 years to 1 year. Construction Inspector Tostenson presented the required changes for Section 54, Storm Water Regulations. He reported the City of North Mankato is a regulated MS4 community and has been issued a permit from the Minnesota Pollution Control Agency (MPCA) for monitoring and maintaining water quality in its MS4. As part of the necessary action to maintain this permit, the City must adopt Section 54.12 regarding prohibition of illicit discharge and Section 54.13 regarding prohibition of connection to the sanitary sewer for conveyance or discharges of harmful quantity of pollutant to the MS4 or allowing such a connection to continue. Council Member Spears asked who would be regulating this section of the Code. Construction Inspector Tostenson reported this is regulated by the MPCA and that an Environmental Protection Agency (EPA) specialist conducts the inspections. Chief Boyer presented Section 73.09 Specialized Vehicles: Utility-Terrain Vehicles and Mini-Trucks reporting the City of Mankato has requested this change to the City Code to allow them to drive their mini-truck through North Mankato to get to Hiniker Pond. Chief Boyer reported this section of the Code matches the City of Mankato's code with the exception there is not a permit or fee required for the operation of a utility terrain vehicle or mini-truck. Council Member Spears referenced the changes to Section 156.035 as it pertains to garage and yard sales and stated that a community does not need a law or action for every problem and that every law which is passed is another grain of sand through the hourglass of our remaining freedom. With no one else appearing before the Council the Mayor closed this portion of the meeting. Attorney Kennedy recommended that a separate vote be held for each proposed amendment to the City Code.

Ord. No. 48, Fourth Series, Amending Code of Ordinances

Council Member Spears moved, seconded by Council Member Norland, to adopt Section 11.01 Precinct Boundaries. Vote on the motion: Norland, Spears, Steiner and Dehen, aye; no nays. Motion carried.

Council Member Spears moved, seconded by Council Member Norland, to adopt Section 52.01 Connection with City Water System. Vote on the motion: Norland, Spears, Steiner and Dehen, aye; no nays. Motion carried.

Council Member Steiner moved, seconded by Council Member Norland, to adopt Section 54.05 Purpose, Scope and Definitions. Vote on the motion: Norland, Spears, Steiner and Dehen, aye; no nays. Motion carried.

Council Member Norland moved, seconded by Council Member Steiner, to adopt Section 54.12 Illicit Discharge Prohibited. Vote on the motion: Norland, Steiner and Dehen, aye; Spears nay. Motion carried.

Council Member Spears moved, seconded by Council Member Norland, to adopt Section 54.13 Connection to Sanitary Sewer Prohibited. Vote on the motion: Norland, Spears, Steiner and Dehen, aye; no nays. Motion carried.

Council Member Spears moved, seconded by Council Member Norland, to adopt Section 54.14 Abrogation and Greater Restrictions. Vote on the motion: Norland, Spears, Steiner and Dehen, aye; no nays. Motion carried.

Council Member Steiner moved, seconded by Council Member Norland, to adopt Section 73.09 Specialized Vehicles: Utility-Terrain Vehicles and Mini-Trucks. Vote on the motion: Norland, Spears, Steiner and Dehen; aye; no nays. Motion carried.

Council Member Norland moved, seconded by Council Member Steiner, to adopt Section 111.208 Lawful Gambling. Vote on the motion: Norland, Spears, Steiner and Dehen, aye; no nays. Motion carried.

Council Member Steiner moved, seconded by Council Member Norland, to adopt Section 156.035 (MM) Garage and Yard Sales. Vote on the motion: Norland, Steiner and Dehen, aye; Spears nay. Motion carried.

Council Member Norland moved, seconded by Council Member Steiner, to adopt Section 156.054 Performance Standards (C)(14)(e) relating to the first 5 feet of any residential boulevard maintained using traditional turf grass. Vote on the motion: Norland, Spears, Steiner and Dehen, aye; no nays. Motion carried.

Ord. No. 48, Fourth Series, Updating Code of Ordinances was thus duly adopted by the City Council.

Open the Meeting to the Public for the First Time

Matt Hoehn, 502 Nicollet Avenue

Matt Hoehn, 502 Nicollet Avenue, appeared before the Council and requested the City Code Section 92.18 Public Nuisances Affecting Peace and Safety be enforced. He reported that every Saturday night Las Fronteras has music and the bass reverberates off his house. He also reported gang signs on the dumpster.

Paul Schaffer, 504 Nicollet Avenue

Paul Schaffer, 504 Nicollet Avenue, appeared before the Council and stated his concern about the loud music at the Las Fronteras Restaurant. He stated the music can be heard late at night and is afraid it will be much worse in summer when he has the windows open.

Maria Hidalgo, 503 Belgrade Avenue

Maria Hidalgo, Las Fronteras owner, 503 Belgrade Avenue, appeared before the Council and requested an audio and large group permit. She reported constant harassment from the neighbor. She reported that she is a responsible, third generation American and has paid a lot of money for the liquor license for this restaurant. She stated it was her belief this is more of a racial issue than a noise issue. She also asked for a restriction from the neighbors parking in the restaurant parking lots.

Jamie Schaffer, 504 Nicollet Avenue

Jamie Schaffer, 504 Nicollet Avenue, appeared before the Council and expressed her concern about the level of the music at the Las Fronteras Restaurant. She reported she is able to hear the bass hitting the outside wall of her home and wants the music turned down. She also stated she has never heard neighbors using racial slurs.

Brandon McMuntvey, 503 Belgrade Avenue

Brandon McMuntvey, Las Fronteras Restaurant, 503 Belgrade Avenue, appeared before the Council and reported he provides security for the Las Fronteras Restaurant and voiced his concern about the racist comments and harassment from neighbors.

Police Chief Boyer reported that Lieutenant Bock is the officer in charge of this complaint. Mayor Dehen stated in order to resolve this issue amicably he will host a meeting in the next week with the parties involved and asked that Lieutenant Bock be in attendance at the meeting.

Mike Johnston, 418 Forest Heights Drive

Mike Johnston, 418 Forest Heights Drive, appeared before the Council and expressed his concern that changes to Section 130.09 Discharging Firearms was not discussed as part of the City Code changes. He reported he asked for a review of this section of the City Code and it did not happen. Attorney Kennedy reported this section of the City Code may require research and input by the City Attorney and Police Chief. The Mayor reported the Police Chief did review this section of the City Code and he recommended no changes.

Sal Alsaker, 1745 Mary Lane, Mankato

Sal Alsaker, 1745 Mary Lane, Mankato, appeared before the Council in reference to Section 130.09 of the City Code regarding discharging firearms. She stated her concern that air guns are considered a firearm.

The Mayor asked the City Attorney and Police Chief to review this section of the City Code and bring their recommendations to the City Council. If changes are recommended, the Council will set a public hearing to receive public input and consider changes to this section of the City Code.

Nicollet County Board Actions

Mayor Dehen reported the Nicollet County Board has authorized advertisement for bids for a new chip spreader. Bids will be accepted until 11:30 a.m. on February 8, 2013.

Consent Agenda

Council Member Norland moved, seconded by Council Member Steiner, to approve the Consent Agenda as follows:

1. Large Group Permit for Gravley-Kaus Wedding, Spring Lake Park, Friday, August 16, 2013, from noon-6:30 p.m.
2. Resolution No. 06-13 Approving Consent Assessment Agreement – 339 Tyler Avenue.
3. Resolution No. 07-13 Approving Donations/Contributions.

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

Staff Reports

City Planner

Minutes of January 10, 2013 Planning Commission Meeting

The Council accepted the minutes of the January 10, 2013 Planning Commission meeting.

Z-1-13, Request to Rezone 815 Sherman Street from R-1, One-family Dwelling to R-2, One- and Two-Family Dwelling

Planner Fischer reported a request from Erik Hendley to rezone the property addressed as 815 Sherman Street from R-1, One-Family Dwelling to R-2, One- and Two-Family Dwelling. He reported this property was affected by the City-wide downzoning in 2005 and the applicant is experiencing difficulty financing the property due to its non-conforming status. He summarized the zoning policy adopted by the City Council in December 2012 reporting this property meets all of the criteria required in the rezoning policy. The Planning Commission reviewed this request and recommended approval.

Ord. No. 49, Fourth Series, Rezoning 815 Sherman Street

Council Member Steiner moved, seconded by Council Member Norland, to adopt Ord. No. 49, Fourth Series, Rezoning 815 Sherman Street from R-1, One-Family Dwelling to R-2, One- and Two-Family Dwelling. Vote on the Ordinance: Norland, Spears, Steiner and Dehen, aye; no nays. Motion carried.

Z-2-13, Request to Rezone 638 Belgrade Avenue from R-1, One-Family Dwelling to R-2, One- and Two-Family Dwelling

Planner Fischer presented a request from Melvyn Sargent to rezone the property addressed as 638 Belgrade Avenue from R-1, One-Family Dwelling to R-2, One- and Two-Family Dwelling. He reported that per the rezoning policy, due to the fact that the property has not been continually used and licensed as a multiple-family dwelling, it does not meet the policy standards. He also reported that letters were received from area property owners pertaining to the physical condition of the applicant's property. He reported the Planning Commission reviewed this zoning request and recommended denial due to the fact the dwelling did not meet the No. 3 criteria on the rezoning policy requiring that it has been continually used and licensed as a multiple-family dwelling. Mayor Dehen reported he had spoken to the applicant and asked him to bring his property into Code compliance and then bring this request back for consideration. **Council Member Norland moved, seconded by Council Member Steiner, to deny Z-2-13. Vote on the motion: Norland, Spears, Steiner and Dehen, aye; no nays. Motion carried.**

Interim City Administrator**Accept Bids for 2013 Material and Equipment Rental Rates from Bid Opening of January 7, 2013**

Interim Administrator Fischer presented a tabulation of bids taken on January 7, 2013 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, North American Salt Company, W.W. Blacktopping, Inc., Southern Minnesota Construction Company, Inc., and Holtmeier Construction, Inc. Bids for equipment were received from W.W. Blacktopping, Inc., Leon's Custom Backhoe, Inc., Hoehn Drainage & Excavating, LLC, Holtmeier Construction, Inc., and Southern Minnesota Construction Co., Inc. **Council Member Steiner moved, seconded by Council Member Spears, to accept all bids for the 2013 Material and Equipment Rental Rates and place them on file. Vote on the motion: Norland, Spears, Steiner and Dehen, aye; no nays. Motion carried.**

Res. No. 08-13 Adopting the Nicollet County All-Hazard Mitigation Plan

Police Chief Boyer appeared before the Council and presented a summary of the Nicollet County All-Hazard Mitigation Plan which is a requirement of the Federal Disaster Mitigation Act of 2000. He reported the adoption of the plan is required to maintain eligibility for specific federal

disaster assistance and hazard mitigation funding programs. Council Member Spears reported he has not seen the plan and would like to review the entire document prior to voting on this. Chief Boyer reported the document is over 140 pages in length and the Nicollet County Emergency Management and the Environment Services Departments in conjunction with local law enforcement and community leaders have developed this plan with the understanding of the need for protection and mitigation from hazards that have and will continue to impact the county. Chief Boyer reported he will forward a copy of the Nicollet County All-Hazard Mitigation Plan to Council Member Spears and any other members of the Council who would like to review the document. **Council Member Steiner moved, seconded by Council Member Norland, to adopt Resolution No. 08-13 Adopting the Nicollet County All-Hazard Mitigation Plan. Vote on the Resolution: Norland, Steiner and Dehen, aye; Spears nay. Motion carried.**

Res. No. 09-13 Setting Gas Mileage Reimbursement Rate

Interim Administrator Fischer presented a resolution setting the gas mileage reimbursement rate at \$0.565 per mile reporting the Internal Revenue Service has increased the standard mileage reimbursement rate effective January 1, 2013 for business miles. **Council Member Norland moved, seconded by Council Member Steiner, to adopt Resolution No. 09-13 Setting Gas Mileage Reimbursement Rate at \$0.565 per mile effective January 1, 2013. Vote on the Resolution: Norland, Spears, Steiner and Dehen, aye; no nays. Motion carried.**

Schools and Conferences

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

1. Pursuit Driving Refresher, South Central College, May 28-30 for 6 Police Personnel.
2. 29th Annual Water and Wastewater Technical Conference, St. Cloud, March 5-7 for 1 Water Serviceman.
3. Incident Command for Expanding Incidents (Level 300), St. Cloud, April 16-18 for Police Chief/Emergency Management Director.
4. Pavement Rehabilitation: Products, Processes and Strategies, Rochester, February 20 for Street Superintendent.
5. Micro/Slurry Surfacing: A Workshop for Practitioners, Mankato, March 20 for Street Superintendent.
6. MCFOA Conference, St. Cloud, March 19-22 for City Clerk and Deputy City Clerk.
7. Trimble Real Time Kinematic Certification, Maple Grove, February 12-13 for Construction Inspector.
8. Special Operations Training Association Annual Conference, St. Cloud, March 23-26 for 3 Patrol Officers.

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

City Clerk

Res. No. 10-13 Appointing Election Judges

Clerk Gehrke reported a Special Primary Election will be on Tuesday, January 29, 2013 and a Special General Election on Tuesday, February 12, 2013 to fill the representative position vacated with the resignation of Terry Morrow. The polls will be open from 7 a.m. to 8 p.m. on both election days. Polling places will be open at Precincts 1-7. The precinct finder is available on the City's website www.northmankato.com. **Council Member Norland moved, seconded by Council Member**

Steiner, to adopt Resolution No. 10-13 Appointing Election Judges. Vote on the Resolution: Norland, Spears, Steiner and Dehen, aye; no nays. Motion carried.

Parade Permit for IronKids Triathlon, Spring Lake Park, Saturday, August 3, 2013 from 7:30 a.m. to 11:30 a.m.

Clerk Gehrke reported Premier Event Management has requested a parade permit to hold the IronKids Triathlon at Spring Lake Park on Saturday, August 3, 2013. The Triathlon will begin at 7:30 a.m. and end at 11:30 a.m. The swim portion of the Triathlon will be held at the Swimming Facility, the run will be held around Spring Lake and the bicycle portion will be held on Lake Street, Webster Avenue and Sherman Street. Premier Event Management has agreed to pay for one North Mankato police officer for security issues and the Police Reserve will be in place for traffic control. They are expecting 300-500 participants. Chief Boyer reported the residents in the area will be notified of the street closure and those residents needing to get in or out of their property will be escorted by a police reserve. **Council Member Norland moved, seconded by Council Member Steiner, to approve the parade permit for the IronKids Triathlon to be held at Spring Lake Park on Saturday, August 3, 2013 from 7:30 a.m. to 11:30 a.m. Vote on the motion: Norland, Spears, Steiner and Dehen, aye; no nays. Motion carried.**

Audio and Large Group Permit for IronKids Youth Triathlon, Spring Lake Park, Saturday, August 3, 2013 from 7 a.m. to 4 p.m.

Clerk Gehrke presented an audio and large group permit request from Premier Event Management to hold the IronKids Youth Triathlon in Spring Lake Park on Sunday, August 3, 2013. As part of this request, they will be reserving Park Shelters 1 and 2 in Spring Lake Park on August 2-3, 2013. On August 2, 2013 they will be setting up for the Triathlon and no audio will be used on this day. A portion of the parking lot will be needed for set up and location of bicycles. It may be necessary to amend the swimming facility hours of operation on August 2, 2013. **Council Member Steiner moved, seconded by Council Member Norland, to approve the audio and large group permit for the IronKids Youth Triathlon to be held in Spring Lake Park from 7 a.m. to 4 p.m. on Sunday, August 3, 2013. Vote on the motion: Norland, Spears, Steiner and Dehen, aye; no nays. Motion carried.**

Finance Director

Res. No. 11-13 Declaring the Official Intent of the City of North Mankato to Reimburse Certain Expenditures from the Proceeds of Bonds to be Issued by the City

Finance Director Thorne presented a resolution declaring official intent of the City to reimburse expenditures from the proceeds of equipment certificate bonds to be issued by the City. She reported the City Council approved \$30,000 for the GPS-SPS Equipment & Software in the 2013 Capital Improvement Plan. Because new technology has become available since the start of the 2013 Budget process, the amount has increased to \$32,605.55. She reported the Construction Inspector is requesting purchase of the equipment in January so that he may attend training in February when classes are offered. Construction Inspector Tostenson appeared before the Council and summarized the uses for this equipment. **Council Member Steiner moved, seconded by Council Member Norland, to adopt Resolution No. 11-13 Declaring the Official Intent of the City of North Mankato to Reimburse Certain Expenditures from the Proceeds of Bonds to be Issued by the City. Vote on the Resolution: Norland, Spears, Steiner and Dehen, aye; no nays. Motion carried.**

City Engineer**Res. No. 12-13 Ordering Feasibility Report for Project No. 13-01ABCDEF, Cliff Court Reconstruction**

Engineer Malm reported Project No. 13-01ABCDEF includes the reconstruction of sanitary sewer main, water main, water and sewer services, street base, storm sewer, curb and gutter and street surfacing for Cliff Court. He presented the proposed schedule for this project reporting that since this is an assessable project it is necessary to hold an improvement hearing to gather public input regarding the project. Some discussion was held regarding the placement of manhole covers. **Council Member Norland moved, seconded by Council Member Steiner, to adopt Resolution No. 12-13 Ordering Feasibility Report for Project No. 13-01ABCDEF, Cliff Court Reconstruction. Vote on the Resolution: Norland, Spears, Steiner and Dehen, aye; no nays. Motion carried.**

Res. No. 13-13 Ordering Feasibility Report for Project No. 13-02AC, Roe Crest-Noretta-Belgrade Ravine Improvements.

Engineer Malm prepared a proposed schedule for Project No. 13-02AC which includes the reconstruction of sanitary sewer main and storm sewer for the Roe Crest-Noretta-Belgrade Ravine. This project was approved in the Five-Year Capital Improvement Plan and this is not an assessable project. Discussion was held about grant dollars available for the construction of a trail. Engineer Malm reported the trail would be a separate project and there may be some Department of Natural Resources grant dollars available. **Council Member Norland moved, seconded by Council Member Steiner, to adopt Resolution No. 13-13 Ordering Feasibility Report for Project No. 13-02AC, Roe Crest-Noretta-Belgrade Ravine Improvements. Vote on the Resolution: Norland, Spears, Steiner and Dehen, aye; no nays. Motion carried.**

Res. No. 14-13 Ordering Improvement and Ordering Plans and Specifications for Project No. 07-02B, Water Tower No. 2 Interior Recoating

Engineer Malm presented updated costs for the interior recoating of Water Tower No. 2 and a proposed schedule for the project. He reported that as part of this project some small exterior recoating will also be completed. **Council Member Steiner moved, seconded by Council Member Norland, to adopt Resolution No. 14-13 Ordering Improvement and Ordering Plans and Specifications for Project No. 07-02B, Water Tower No. 2 Interior Recoating. Vote on the Resolution: Norland, Spears, Steiner and Dehen, aye; no nays. Motion carried.**

Report from Council Members**Council Member Norland**

Council Member Norland asked how we were going to proceed on the gun ordinance issue. Attorney Kennedy reported that he along with the Police Chief spoke with Mark Johnston and told him this issue would be reviewed by Attorney Kennedy, Chief Boyer and Interim Administrator Fischer. Attorney Kennedy reported the Police Chief has completed some background research. He stated the definitions would need to be understandable by parents. The Attorney also noted review of this portion of the City Code should be done in a timely fashion since we did say we were going to review this issue. **Council Member Steiner moved, seconded by Council Member Norland to pursue the recommendations of the City Attorney for him to work with the Police Chief and the Interim City Administrator to review this portion of the City Code and to bring their recommendations to the Council in a timely manner. Vote on the motion: Norland, Spears, Steiner and Dehen, aye; no nays. Motion carried.**

Report from Mayor**Highway 14 Partnership Update**

The Mayor presented an update of the Highway 14 Partnership reporting the Minnesota Department of Transportation (MnDOT) is currently updating its 20-year state highway investment plan which is scheduled to be completed in May 2013. This plan will determine the state's transportation priorities for the next two decades. The update noted that it is critical that Highway 14 remains a priority in this plan or else economic growth will be inhibited, safety will be risked and progress will be stalled. The update further noted there is a strong possibility that a transportation funding package could emerge in the 2013 Legislative Session and Highway 14 must be part of the Legislature's transportation finance discussion. The Mayor requested the increase of \$100 for the local government membership dues increasing the City of North Mankato's assessment to \$1,825 for 2013. **Council Member Norland moved, seconded by Council Member Steiner, to authorize payment of the Highway 14 Partnership assessment of \$1,825.00 for 2013. Vote on the motion: Norland, Spears, Steiner and Dehen, aye; no nays. Motion carried.**

Proclamation for Congenital Heart Defect Awareness Week, February 7-14, 2013

Mayor Dehen read the proclamation naming February 7-14, 2013 as Congenital Heart Defect Awareness Week in North Mankato.

Pedal Past Poverty

Mayor Dehen reported he, along with Mayor Anderson, will be an honorary chair for the Pedal Past Poverty event to be held from 9 a.m. to 2 p.m. on Saturday, March 2, 2013. He is looking to form a 10-member team from the City of North Mankato and asked interested City Council Members and City employees to contact him.

Open the Meeting to the Public for the Second Time**Barbara Church, 102 E. Wheeler Avenue**

Barbara Church, 102 E. Wheeler Avenue, appeared before the Council and asked the Riverfront Park noise issue be a topic at the next Intergovernmental meeting. She also stated that under the rezoning policy a fourth criteria should be included which requires payment of the zoning fees prior to consideration of the zoning application.

Bills and Appropriations

Council Member Spears inquired about the payment to the Minnesota River Valley Drug Task Force. Finance Director Thorne reported the City of North Mankato is no longer the fiscal agent for the Task Force and Blue Earth County will be taking over these duties. **Council Member Steiner moved, seconded by Council Member Norland, to approve all bills and appropriations in the amount of \$3,213,542.61. Vote on the motion: Norland, Spears, Steiner and Dehen, aye; no nays. Motion carried.**

There being no further business, the meeting was adjourned at 9:03 p.m.

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
January 22, 2013

The Nicollet County Board of Commissioners met in special session on Tuesday, January 22, 2013 at 10:00 a.m. with Chair David Haack presiding. Commissioners Marie Dranttel, Dr. Bruce Beatty, James Stenson, and Jack Kolars were present. Also present were Assistant County Attorney Joe Smentek, County Administrator Ryan Krosch, Auditor-Treasurer Bridgette Kennedy, and Recording Secretary Margo Brown.

Upon a motion by Commissioner Stenson and seconded by Beatty, it was moved to approve the minutes of the January 8, 2013 Board meeting. The motion carried with Commissioner Kolars absent for the vote.

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

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

Auditor-Treasurer Bridgette Kennedy requested that the Board consider approval of an exempt gambling permit for the MN Deer Hunters Association. Upon a motion by Commissioner Stenson and seconded by Beatty, it was moved to adopt the recommendation of the Auditor-Treasurer and approve the exempt gambling permit for the Minnesota Deer Hunters Association for a raffle at the Nicollet Conservation Club on April 27, 2013. The motion carried unanimously.

At this time, Auditor-Treasurer Kennedy provided an update for the Commissioners relating to tax forfeited properties. She provided information about a number of lots in St. Peter that will be put up for tax forfeiture sale – possibly in the spring. She also reviewed information about other tax forfeited properties in various areas of the county. There was discussion on the costs associated with publishing the tax forfeiture information in the newspaper.

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

Sheriff –

Deputy Sheriffs (effective January 7, 2013) –

Michael O’Gorman (previously a temporary Deputy Sheriff) has been transitioned to replace Jon Hughes (who resigned). Mr. O’Gorman’s pay will remain the same.

Matt Vitale (previously a temporary Deputy Sheriff) has been transitioned to the new Deputy position. Mr. Vitale’s pay will remain the same.

Temporary Deputy Sheriffs (effective January 7, 2013) –

Jason Mediger (previously a Correctional Officer) has been promoted to replace Michael O’Gorman. Mr. Mediger began at a salary of \$18.23 per hour, which represents pay step 5 of pay grade 14 of the 2012 pay schedule.

Daniel Kanuch (previously a Part time Correctional Officer) has been promoted to replace Matt Vitale. Mr. Kanuch began at a salary of \$18.23 per hour which represents pay step 5 of pay grade 14 of the 2012 pay schedule.

Correctional Officers –

Jason Wech (previously a temporary Correctional Officer) has been transitioned to replace Matt Vitale, and Orin Johnson (previously a temporary Correctional Officer) has been hired to replace Michael O’Gorman, both effective January 7, 2013. Mr. Wech and Mr. Johnson will remain at the same rate of pay.

Amanda Waibel (previously a part time Correctional Officer) has been transitioned to replace Ashley Gerdes, effective January 21, 2013. Ms. Waibel began at a salary of \$15.43 per hour, which represents pay step 3 of pay grade 12 of the 2012 salary schedule.

Social Services -

Kristen Monthei has been hired as a new Social Worker in the Children’s Mental Health Unit. Ms. Monthei will begin on January 18, 2013 at a salary of \$17.62 per hour, which represents pay step 3 of pay grade 14.

Rebecca Rustman has been hired to replace Lexy Drysdale, who resigned, as a Family Based Services Provider. Ms. Rustman will begin on January 28, 2013 at a salary of \$14.33 per hour, which represents pay step 2 of pay grade 11.

April Slager has been promoted to replace Peggy Dawley, who retired, as a Child Support Officer. Ms. Slager began on January 11, 2013 at a salary of \$15.59 per hour, which represents pay step 3 of pay grade 12.

Public Works -

Mike Suska has been hired to replace Steve Campbell, who retired. This position is now titled Highway Maintenance Manager. Mr. Suska will begin on January 28, 2013 at a salary of \$27.71 per hour, which represents pay step 16 of pay grade 15.

Nathan Henry has been hired to fill the newly created County Drainage System Inspector/Agricultural Inspector position. Mr. Henry will begin employment on February 1, 2013 at a salary of \$17.79 per hour, which represents pay step 1 of pay grade 15.

County Attorney -

Megan Kempenich (previously in the Recorder’s Office) has been transitioned to replace Bethany Trembley, who resigned, as a Receptionist. Ms. Kempenich began her duties on January 7, 2013 with no change in her current pay.

No action is required on the above hiring information.

Human Resources Director Haefner also requested that the Board consider approval of an end of probation request from the Public Health Office. Director Mary Hildebrandt has requested approval of the end of probation for employee Barbara Keith.

Upon a motion by Commissioner Stenson and seconded by Kolars, it was moved to accept the recommendation of the Human Resources Director for the Public Health Director and approve the end of probation request for Waiver Case Manager/Public Health Nurse January 30, 2013. The motion carried unanimously.

Probation Director Rich Molitor addressed the Board to discuss a resolution in support of 50% reimbursement. Upon a motion by Commissioner Stenson and seconded by Beatty, it was moved to accept the recommendation of the Probation Director and approve the resolution in support of the 50% reimbursement from the State of Minnesota for probation officer salaries. The motion carried unanimously.

County Administrator Ryan Krosch addressed the Board to request that letters of support be sent to state political leaders in support of the Highway 14 expansion. Upon a motion by Commissioner Kolars and seconded by Beatty, it was moved to accept the recommendation of the County Administrator and send letters of support to area legislators and political leaders relating to the Highway 14 four-lane expansion project. The motion carried unanimously.

Administrator Krosch also provided information in regard to the 2012 Financial Audit Engagement Letter. Upon a motion by Commissioner Beatty and seconded by Dranttel, it was moved to accept the recommendation of the County Administrator and authorize the Board Chair to sign the 2012 Financial Audit Engagement Letter with the State Auditor's Office. The motion carried unanimously.

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

- Reminders of the Joint meeting with Le Sueur County today and the Brown County meeting on Friday, January 25th.
- Noted an upcoming 'Lean Government' Training. This will be held in the near future at Blue Earth County.

Commissioner and Chair David Haack reported on the following meetings:

- North Mankato Library Board meeting held recently – noted issues relating to the continuation of the Bookmobile.
- February 11th at 4:30 was suggested as the date for the upcoming North Mankato/Nicollet County Liaison Committee meeting.

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

Commissioner Marie Dranttel

- Attended various Board and Budget meetings
- County Extension Meeting
- Social Services Collaborative Meeting
- Brown/Nicollet Community Health Meeting
- Emergency Preparedness meeting
- Township Officers Meeting

- Meeting with County Attorney
- County Board Retreat
- Region Nine Strategic Planning Meeting
- Sioux Trails Mental Health meeting

Commissioner Bruce Beatty

- February 14th is the Connecting Nicollet County meeting to be held in the County Government Center.

Commissioner James Stenson

- Attended the recent Criminal Justice Committee meeting held on January 10th.
- Reviewed the recent Board Retreats.

Commissioner Jack Kolars

- Noted that the County's work with Highway 14 Partnership is continuing and he feels it's important to keep the lines of communication open with legislators, etc.

Upon a motion by Commissioner Beatty and seconded by Stenson, it was moved to authorize expenses and conference registration for Commissioners and staff to attend the upcoming Association of Minnesota Counties Legislative Conference on March 20 and 21, 2013. The motion carried unanimously.

Upon a motion by Commissioner Kolars and seconded by Stenson, 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.

The Board discussed a possible date for another Board Retreat, but no decision was made at this time.

Upon a motion by Commissioner Dranttel and seconded by Beatty, it was moved to adjourn the meeting at 10:55 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: Lasting Imprint - Kristen Thomas
 Address: 38904 State Hwy 99 (personal) P.O. Box 2161
 City: St Peter (personal) Mankato (PO Box) State: MN Zip: 56002 (non-profits)
 Telephone: 507-317-2180
 Sponsoring Organization: Lasting Imprint "Our Community Has Heart"
 Address: PO Box 2161
 City: Mankato State: MN Zip: 56002
 Telephone: 507-317-2180
 Occasion for Parade: Community Awareness Event 5k run/walk
 Date of Parade: May 18 2013 Estimated Length of Parade: 3.1 mile
 Estimated Starting Time: 9:00 am Estimated Finish Time: 10:00 am
 General Composition of Parade: Start @ spring lake over to hinker pond up lake street end back @ 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

1-17-13
Date

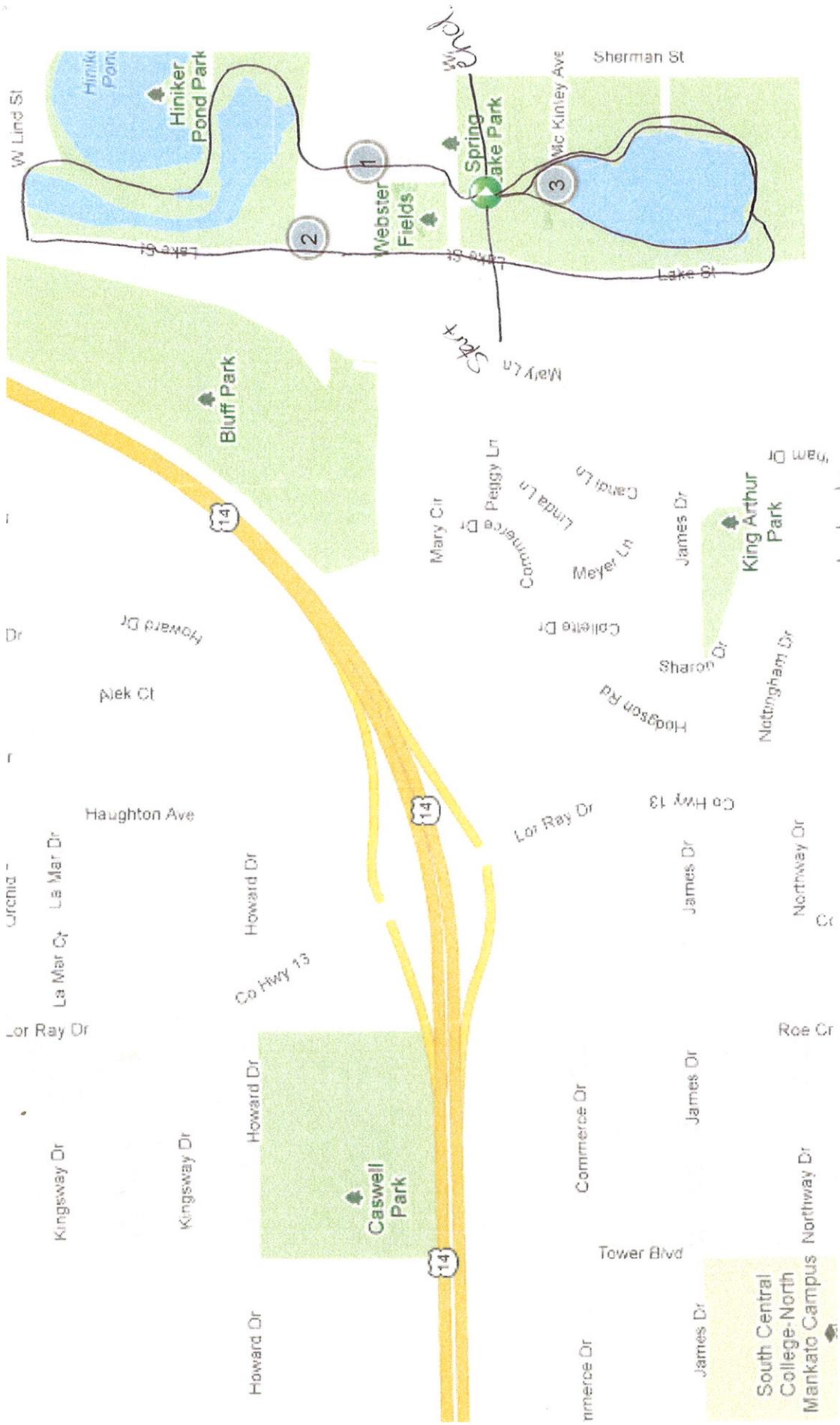
Pursuant to Section 70.21 of the North Mankato City Code, I hereby authorize a parade permit for the applicant organization. This permit shall be valid only under the conditions recommended by the City of North Mankato and only for the date and time indicated.

[Signature] #701
Chief of Police

01-18-13
Date

COMMENTS/ADDITIONAL STIPULATIONS:

If possible help from police reserve to have block or control traffic w/ cones have them available from 9:50am-10:10am on Saturday May 18 2013



- lap around lake
- out of Spring lake cross webster into Webster Fields path
- through hiniker pond path
- out onto Lind st
- I.D onto lake st. down back into Spring Hiniker pond path

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

Gazebo
Pier
#3

PERMIT #: 18 -2013 SHELTER: SLP #2 + #3 FEE: 80.00

TYPE OF EVENT: Community Day DATE VALID: 5-18-13 HOURS: 5k-9am walk-10am
6:00am-3:00 Setup + cleanup

ORGANIZATION: Lasting Imprint SIZE: 500-800

APPLICANT NAME: Kristen Thomas

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

ZIP: 56082 DAYTIME PHONE #: 317-2180

TENTS: ELECTRICITY: ALCOHOL:

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

AUDIO DEVICES: DJ-Radio Station 11am-2pm

Amplified music or band requires Council approval

Am. Red Cross Blood Mobile, 5k, walk around lake, Kids fun run,
OTHER: bounce house / Slides, Food vendors

PERMIT APPROVED: _____ DATE: 1-17-13

PERMIT DENIED: _____

REFER TO COUNCIL: Nancy Duhon
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] 1-17-13
Applicant Date

For Office Use Only	Receipt # _____	Book _____	Park _____	Police _____
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CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 19 -2013 ~~SHED~~ Belgrade FEE: _____

TYPE OF EVENT: Blues on Belgr. DATE VALID: 7-27-13 HOURS: NOON-11:00 PM

ORGANIZATION: Business on Belgrade ASSN SIZE: 2500

APPLICANT NAME: Jim Whitlock

ADDRESS: 332 Belgrade CITY: N. MKTO

ZIP: _____ DAYTIME PHONE #: 507-469-0415

TENTS: yes ELECTRICITY: _____ ALCOHOL: yes ^{Provided by local Bars}

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

AUDIO DEVICES: 6 Bands - Play NOON-11 PM
Amplified music or band requires Council approval

Amplified with lg. Speakers

OTHER: _____

PERMIT APPROVED: _____ DATE: 1-30-13

PERMIT DENIED: _____

REFER TO COUNCIL: Nancy Gehrke by KS
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] 1-30-13
Applicant Date

For Office Use Only	Receipt # _____	Book _____	Park _____	Police _____
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CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #12A	Department: Administration	Council Meeting Date: 02/04/13
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TITLE OF ISSUE: Res. Approving Updated Pay Equity Implementation Report

BACKGROUND AND SUPPLEMENTAL INFORMATION: The State of Minnesota mandates a Pay Equity Implementation Report be submitted every 3 years. Attached is a copy of the report as well as the resolution approving the report and authorizing the Mayor as signatory.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Adopt resolution.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay	
	_____	_____	Freyberg
	_____	_____	Spears
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	Dehen

SUPPORTING DOCUMENTS ATTACHED

Resolution	Ordinance	Contract	Minutes	Map
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) _____		Pay Equity Report		

<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: _____

RESOLUTION NO.

RESOLUTION APPROVING
UPDATED PAY EQUITY IMPLEMENTATION REPORT

WHEREAS, the State of Minnesota mandated equitable compensation relationships under M.S.A. 471.991 through 471.9981 (Comparable Worth): and

WHEREAS, the Department of Employee Relations has promulgated new rules and regulations relating to comparable worth; and

WHEREAS, the Department of Employee Relations required the submission of an updated pay equity implementation report by January 31, 2013; and

WHEREAS, the penalty for failure to submit such a report is a 5% reduction in State aids payable to the City; and

WHEREAS, all required comparable worth adjustments have been made and the report has been submitted as required;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the attached updated pay equity implementation report is approved and that the Mayor is the authorized signatory on behalf of the City.

Adopted by the City Council this 4th day of February 2013.

Mayor

City Clerk

Jurisdiction Name: City of North Mankato

NOTICE

2013 Pay Equity Report

This jurisdiction is submitting a pay equity implementation report to Minnesota Management & Budget as required by the Local Government Pay Equity Act, Minnesota Statutes 471.991 to 471.999. The report must be submitted to the department by January 31, 2013.

The report is public data under the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13. That means that the report is available to anyone requesting this information.

This notice is being sent to all union representatives (if any) in this jurisdiction. In addition, this notice must remain posted in a prominent location for at least 90 days from the date the report was submitted.

For more information about this jurisdiction's pay equity program, or to request a copy of the implementation report, please contact:

City Clerk

1001 Belgrade Avenue

North Mankato, MN 56003 (507) 625-4141

(local contact person's name, address, telephone)

For more information about the state pay equity law, you may contact:

Pay Equity Office
Minnesota Management & Budget
400 Centennial Office Building
658 Cedar Street
St. Paul, MN 55155

Pay Equity Implementation Report

1/25/2013

Part A: Jurisdiction Identification

Jurisdiction: North Mankato
1001 Belgrade Avenue

Jurisdiction Type: City

North Mankato MN 56003

Contact: Nancy Gehrke

Phone: (507) 625-4141

E-Mail: nancyg@northmankato.com

Part B: Official Verification

- 1. The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees.

The system used was: Consultant's System

Description:

PDI HR Focus

- 2. Health Insurance benefits for male and female classes of comparable value have been evaluated and:

There is no difference and female classes are not at a disadvantage.

- 3. An official notice has been posted at:

Municipal Building Bulletin Board
(prominent location)

informing employees that the Pay Equity Implementation Report has been filed and is available to employees upon request. A copy of the notice has been sent to each exclusive representative, if any, and also to the public library.

The report was approved by:

North Mankato City Council
(governing body)

Mark Dehen
(chief elected official)

Mayor
(title)

Part C: Total Payroll

\$3,554,765.87

is the annual payroll for the calendar year just ended December 31.

- Checking this box indicates the following:
 - signature of chief elected official
 - approval by governing body
 - all information is complete and accurate, and
 - all employees over which the jurisdiction has final budgetary authority are included

Date Submitted: 01/25/2013

Compliance Report

Jurisdiction: North Mankato
1001 Belgrade Avenue

Report Year: 2013
Case: 1 - 2013 DATA (Shared (Jur and MMB))

North Mankato MN 56003

Contact: Nancy Gehrke

Phone: (507) 625-4141

E-Mail: nancyg@northmankato.com

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	19	10	1	30
# Employees	40	18	2	60
Avg. Max Monthly Pay per employee	4,646.90	4,044.28		4,516.35

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 0.00 *

	Male Classes	Female Classes
a. # At or above Predicted Pay	9	10
b. # Below Predicted Pay	10	0
c. TOTAL	19	10
d. % Below Predicted Pay (b divided by c = d)	52.63	0.00

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 56	Value of T = -1.726
------------------------------	---------------------

a. Avg. diff. in pay from predicted pay for male jobs = \$4

b. Avg. diff. in pay from predicted pay for female jobs = \$31

III. SALARY RANGE TEST = 0.00 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 0.00

B. Avg. # of years to max salary for female jobs = 0.00

IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

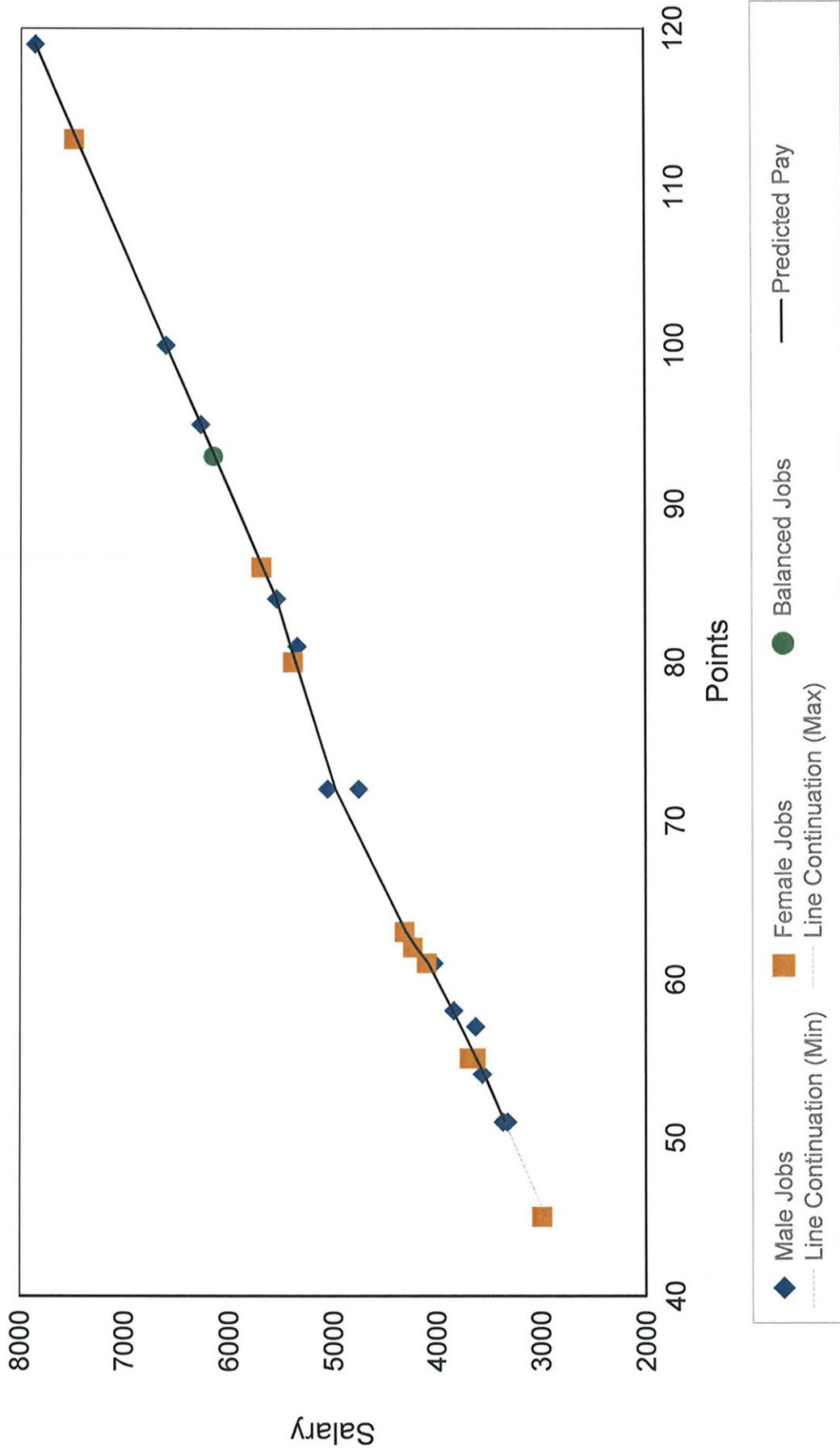
A. % of male classes receiving ESP 0.00 *

B. % of female classes receiving ESP 0.00

*(If 20% or less, test result will be 0.00)

Predicted Pay Report for North Mankato
Case : 2013 DATA

1/25/2013



Job Class Data Entry Verification List

North Mankato
LGID 878

Case: 2013 DATA

Job Nbr	Class Title	Nbr Males	Nbr Females	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
1	Recept/Secy/Clerk	0	6	F	45	\$2,097.00	\$2,990.00	0.00	0.00	
2	Custodian	1	0	M	51	\$2,326.00	\$3,321.00	0.00	0.00	
3	Water Svcman 1	1	0	M	51	\$2,380.00	\$3,363.00	0.00	0.00	
4	Park Maintenance 2	5	0	M	54	\$2,517.00	\$3,560.00	0.00	0.00	
6	Police Secretary	0	2	F	55	\$2,565.00	\$3,626.00	0.00	0.00	
32	Senior Records Clerk	0	1	F	55	\$2,565.00	\$3,686.00	0.00	0.00	
31	Sewer Serviceman 2	2	0	M	57	\$2,564.00	\$3,626.00	0.00	0.00	
7	Water Svcman 2	1	0	M	58	\$2,707.00	\$3,836.00	0.00	0.00	
8	Street Maintenance 3	5	0	M	58	\$2,707.00	\$3,836.00	0.00	0.00	
9	Deputy City Clerk	0	1	F	61	\$2,841.00	\$4,101.00	0.00	0.00	
10	Mechanic	2	0	M	61	\$2,843.00	\$4,028.00	0.00	0.00	
11	Production Specialist	0	1	F	62	\$2,888.00	\$4,233.00	0.00	0.00	
12	Account Clerk	0	3	F	62	\$2,888.00	\$4,233.00	0.00	0.00	
13	Water Svcman 3	1	0	M	62	\$2,888.00	\$4,233.00	0.00	0.00	
14	Street Foreman	1	0	M	63	\$3,035.00	\$4,313.00	0.00	0.00	
15	Senior Account Clerk	0	1	F	63	\$3,035.00	\$4,313.00	0.00	0.00	
30	Water Foreman	1	0	M	63	\$3,035.00	\$4,313.00	0.00	0.00	
16	Police Officer	9	1	M	72	\$5,058.00	\$5,058.00	0.00	0.00	
17	Mechanic Foreman	1	0	M	72	\$3,352.00	\$4,756.00	0.00	0.00	
19	City Clerk	0	1	F	80	\$3,737.00	\$5,390.00	0.00	0.00	
20	City Planner	1	0	M	81	\$3,776.00	\$5,350.00	0.00	0.00	
21	Access Coordinator	1	0	M	84	\$3,914.00	\$5,547.00	0.00	0.00	
22	Building Inspector	3	0	M	84	\$3,912.00	\$5,546.00	0.00	0.00	
23	Library Director	0	1	F	86	\$4,002.00	\$5,694.00	0.00	0.00	
24	Police Lieutenant	1	1	B	93	\$4,292.00	\$6,154.00	0.00	0.00	
25	Park Superintendent	1	0	M	95	\$4,424.00	\$6,273.00	0.00	0.00	
26	Street Superintendent	1	0	M	100	\$4,658.00	\$6,601.00	0.00	0.00	
27	Water Superintendent	1	0	M	100	\$4,658.00	\$6,601.00	0.00	0.00	
28	Finance Director	0	1	F	113	\$5,261.00	\$7,489.00	0.00	0.00	
29	Police Chief	1	0	M	119	\$5,543.00	\$7,863.00	0.00	0.00	

Job Number Count: 30

Issued Building Permits - Year to Date Report

	Single Family	Duplex	Twin Homes	Townhome Condos	Apt./ Asst. Living	Garages	Industry Commercial	Other	Residential Remodel	Totals
2012										
Number of Permits	35	0	0	4	2	10	50	53	1420	1,574
Number of Units	35	0	0	4	8	0	0	0	0	47
Dollar Value	\$7,895,390	\$0	\$0	\$793,800	\$680,000	\$122,400	\$3,107,724	\$3,244,168	\$11,665,332	\$27,508,814
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

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #12C	Department: Administration	Council Meeting Date: 02/04/13
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TITLE OF ISSUE: School and Conference

BACKGROUND AND SUPPLEMENTAL INFORMATION: Item 1 is a Travel and Training request for a school and conference. The school does not include out-of-state travel.

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	
	_____	_____	Freyberg
	_____	_____	Spears
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	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)		<u>Travel & Training Request</u>		

<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: 1-23-13

CITY OF NORTH MANKATO
Training and Travel Request

Department: POLICE DEPARTMENT

Names: ANDREAS PAULSON

Number of Personnel Attending: 1

Event: EMOTIONAL SURVIVAL FOR LAW ENFORCEMENT

Dates: APRIL 2 2013

Location: MANKATO PUBLIC SAFETY BUILDING

Required Training for Certification/License: Yes No

What Certification/License is this training required for? POST LICENSE
8 POST CREDITS

Description: COURSE AIDS OFFICERS AND THEIR FAMILIES IN
MAINTAINING AND/OR IMPROVING THEIR QUALITY OF LIFE BOTH
PERSONALLY AND PROFESSIONALLY.

CITY OF NORTH MANKATO
REQUEST FOR COUNCIL ACTION



Agenda Item #13A	Department: City Clerk	Council Meeting Date: 02/04/13
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TITLE OF ISSUE: Results of 2013 Special Primary Election

BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached are the voter turnout results of the Special Primary Election held on January 29, 2013.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Results of 2013 Special Primary Election

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay	
	_____	_____	Freyberg
	_____	_____	Spears
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	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)		<u>Results of 2013 Special Primary Election</u>		

<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
RESULTS OF 2013 SPECIAL PRIMARY ELECTION**

	1	2	3	4	5	6	7	TOTAL
Number Registered at 7 a.m.	1,418	1,376	1,335	1,543	1,513	1,515	247	8,947
Number Registered at Polls	0	0	0	0	0	0	1	1
Total Number Registered	1,418	1,376	1,335	1,543	1,513	1,515	248	8,948
Absentee Ballots	3	2	3	1	2	2	1	14
Total Number Voting	55	76	37	85	42	51	12	358
% Turnout of Registered Voters	3.88%	5.52%	2.77%	5.51%	2.78%	3.37%	4.84%	4.0%

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #14A	Department: Finance	Council Meeting Date: 02/04/13
------------------	---------------------	--------------------------------

TITLE OF ISSUE: Community Room Usage Report

BACKGROUND AND SUPPLEMENTAL INFORMATION: Enclosed in your packet is the report summarizing the groups that used the community rooms in the Municipal Building, Police Annex and Fire Department in 2012.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Information only. No action required.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay	
_____	_____	_____	Freyberg
_____	_____	_____	Spears
_____	_____	_____	Steiner
_____	_____	_____	Norland
_____	_____	_____	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)		Community Room Usage Report		

<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: _____

MEMORANDUM

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

FROM: City Staff

DATE: January 25, 2013

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 2012, including the uses for each group.

GROUP	MUNICIPAL	POLICE	FIRE	TOTAL
Library Programs	1	43	0	44
City Meetings, Seminars, etc	0	10	3	13
Community Meetings	27	30	31	88
Private Parties	89	49	66	204
Nicollet County	2	13	7	22
Police Training	0	6	17	23
Cub/Girl/Boy Scouts	17	3	0	20
Elections	19	7	7	33
Police Reserve Meetings	1	0	2	3
Fire Dept Mtgs & Trainings	0	0	78	78
Kato Community Club	0	1	48	49
TOTALS	156	162	259	577

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 #16A	Department: Engineer	Council Meeting Date: 02/04/13
------------------	----------------------	--------------------------------

TITLE OF ISSUE: Res. Accepting Feasibility Report and Ordering Preparation of Plans and Specifications for Project No. 08-07B, Well No. 9

BACKGROUND AND SUPPLEMENTAL INFORMATION: Project No. 08-07B includes the construction of a new municipal well (Well No. 9). Attached is the Preliminary Engineering Report. The construction of a new 1,100 gpm municipal well is necessary to provide adequate water supply for the City of North Mankato for the next 20 years. From an engineering standpoint, the improvements are feasible, cost-effective and necessary and can best be accomplished by letting competitive bids for the work.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Adopt resolution.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay	
_____	_____	_____	Freyberg
_____	_____	_____	Spears
_____	_____	_____	Steiner
_____	_____	_____	Norland
_____	_____	_____	Dehen

SUPPORTING DOCUMENTS ATTACHED

Resolution	Ordinance	Contract	Minutes	Map
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) _____		Preliminary Engineering Report		

<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: _____

RESOLUTION NO.

RESOLUTION ACCEPTING FEASIBILITY REPORT
AND ORDERING PLANS AND SPECIFICATIONS
FOR PROJECT 08-07B
WELL NO. 9

WHEREAS, pursuant to resolution of the Council, a feasibility report was ordered from Bolton & Menk, Inc., with reference to Project 08-07B for the construction of a new municipal well (Well No. 9); and

WHEREAS, such a feasibility report has been prepared by Bolton and Menk, Inc. and provides information regarding whether the proposed project is necessary, cost-effective and feasible;

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

1. The Council will consider the improvement of such project in accordance with the report at an estimated total cost of the improvement of \$1,350,000.
2. Bolton and Menk, Inc. is hereby designated as the engineer for such improvement and shall prepare plans and specifications for the making of such improvement.

Adopted by the City Council this 4th day of February 2013.

Mayor

City Clerk

Nancy Gehrke

From: Brian Malm [brianma@bolton-menk.com]
Sent: Tuesday, January 22, 2013 3:47 PM
To: 'Michael Fischer'
Cc: Dan Sarff; 'Nancy Gehrke'; 'Duane Rader'
Subject: Well No. 9 Costs
Attachments: Well No. 9 Report.pdf

Mike,

Nancy called and asked about the costs for Well No. 9 for the resolution for next month's meeting, and I thought I'd include you on the response because the answer is a little involved. The feasibility report was done in 2007, and at that time, we had a cost for drilling the well at \$657,000 and a total cost, including well, watermain, and building at \$1.175 million. The total cost of the project was a bit buried in the report (last page shows the detailed full estimate) as Wendell wanted the report to focus on the well drilling only at the time. The CIP approved in December of 2012 has a cost for Well No. 9 of \$1.35 million, the difference being inflation over 6 years. Applying that same inflation rate results in a cost of \$754,850 for the well only costs.

During the budget discussions the Council talked about phasing the project over 2 years, drilling the well in 2013 and finishing it off with the building and watermain in 2014. That will work fine because the project would be split into two contracts regardless with the well project being finished in late 2013, and the building and watermain project being constructed in 2014. Well drilling is such a specialized field that general contractors really don't have any interest supervising that work, and well drillers have no interest in supervising building construction.

So, for the resolution, I could see Council either approving the entire \$1.35 million project, as listed in the CIP, with the understanding that the project will be phased as two separate contracts, spread out over 2013 and 2014. The other option is for the Council to approve the well only project, for the smaller amount of \$754,850 now, and follow up with the second phase later in 2013. Regardless, the construction costs will be split between 2013 and 2014 as we had discussed with the Council.

Let me know your thoughts.

Brian

Brian Malm, P.E.
Principal Engineer
Bolton & Menk, Inc.
Consulting Engineers & Surveyors
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Mankato, MN 56001
P: (507)625-4171 ext. 1264
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email: brianma@bolton-menk.com
www.bolton-menk.com

Preliminary Engineering Report

City of North Mankato

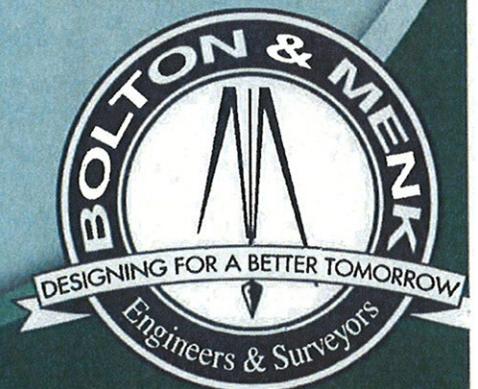


Municipal Well No. 9

City Project No. 08-07B
BMI Project No. M12.40015

Submitted by:
BOLTON & MENK, INC.
1960 Premier Drive
Mankato, MN 56001

March 2008





PRELIMINARY ENGINEERING REPORT
Municipal Well No. 9
CITY PROJECT NO. 08-07B

CITY OF NORTH MANKATO, MINNESOTA

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

By: 
Brian P. Malm, P.E.
License No. 40457

Date: 3/19/08

BOLTON & MENK, INC.
CONSULTING ENGINEERS & SURVEYORS
Mankato • Fairmont • Sleepy Eye • Burnsville • Willmar • Chaska • Ramsey
Ames, IA



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III.	EVALUATION OF WATER SUPPLY NEEDS	2
IV.	PROPOSED IMPROVEMENTS	6
V.	ESTIMATED COSTS	8
VI.	CONCLUSION AND RECOMMENDATIONS.....	8
VII.	POSSIBLE SCHEDULE.....	9



I. PROJECT INTRODUCTION

As requested, this report will evaluate the construction of a new municipal well (No. 9) for the City of North Mankato.

The specific objectives of this preliminary engineering report are to:

1. Evaluate the need for the project.
2. Determine the necessary improvements.
3. Provide information on the estimated costs for the proposed project.
4. Determine the project schedule.
5. Determine the feasibility of the proposed project.

II. EXISTING CONDITIONS

The City of North Mankato operates an extensive water treatment and supply system, serving residential, commercial and industrial users in two pressure zones: the upper system and the lower system.

Under normal circumstances, the two systems operate independently, each with their own supply, treatment, storage, and distribution systems. However, there is a connection between the two systems to facilitate the transfer of water between systems in the event of an emergency.

Water supply in the lower system consists of two groundwater wells, Well No. 5 and Well No. 6. The upper system is also supplied by two groundwater wells, Well No. 7 and Well No. 8. Table 1 below shows a summary of the well characteristics:

Table 1. Well Data

Well No.	5-Lower	6-Lower	7-Upper	8-Upper
Year Constructed	1950	1959	1975	1986
Well Depth (ft)	680	687	860	845
Casing Diameter (in)	16	24/20	24/20	30/24/18
Water Bearing Foundation	Dresbach/ Hinckly	Dresbach/ Hinckly	Dresbach/ Hinckly	Mt. Simon /Hinckly
Pump Type	Vertical Turbine	Vertical Turbine	Vertical Turbine	Vertical Turbine
Capacity (gal/min)	1000	1440	1100	1100



III. EVALUATION OF WATER SUPPLY NEEDS

Water supply needs are calculated based on maximum day demand and are typically calculated for a 20-year design life. In order to estimate the maximum day demand for the 20-year design period, it is necessary to determine the projected population. For the purposes of this report, we used census, estimated, projected, and interpolated data from the Minnesota State Demographic Center as shown in Table 2.

Year	Population
1999	11844
2000	11798
2001	12054
2002	12208
2003	12429
2004	12489
2005	12577
2006	12677
2007	12777
2017	13724
2027	14289

Table 2. Past and Projected Populations

After estimating the future population for the design period, we need to predict the future demand for water from the City's distribution system. To determine these future needs, we will look at past demands on the overall system and for both the upper and lower system. Table 3 shows the past overall system demands for the City's water distribution system, and estimated future overall system demands for the design period. The water usage information is based on existing flow data provided by City Staff.

After projecting the overall system demands, the water usage was broken down into the upper system and lower system as shown in Tables 4 and 5. Since the majority of the growth is expected to occur in the upper system, we assumed that the population of the lower system would not increase. We also assumed that the upper system contained the majority of the commercial and industrial use. Average daily residential water use was projected for the lower system at 65 gpcd and for the upper system at 95 gpcd. The difference is assumed to be primarily due to lawn sprinkler systems, which are more prevalent in the upper system than the lower system. Maximum day demands were projected using a factor of 2.2 times the average day demand.



Overall System												
Year	Population	Annual Water Pumpage (gal)	Annual Commercial & Industrial Use (gal)	Annual Residential Use (gal)	Annual Unaccounted Use (gal)	Average Day Water Use (gal)	Max Day Water Use (gal)	Ratio Avg to Max	Average Day Water Use-16 hr Pumping (gpm)	Max Day Water Use-20 hr Pumping (gpm)	Residential Daily Water Use Per Capita (gpcd)	Average Daily Water Use Per Capita (gpcd)
1999	11844	470,861,200	121,000,000	306,000,000	43,861,200	1,290,031	2,095,300	1.6	1,344	1,746	71	109
2000	11798	472,472,960	125,000,000	369,000,000	-11,527,500	1,294,445	2,319,000	1.8	1,348	1,933	83	110
2001	12054	513,380,500	144,000,000	345,000,000	24,380,500	1,406,522	3,090,000	2.2	1,465	2,979	78	117
2002	12208	464,250,000	114,000,000	368,000,000	-37,750,000	1,271,918	2,857,000	2.2	1,325	2,381	87	104
2003	12429	499,526,000	112,000,000	371,000,000	16,526,000	1,368,564	2,562,000	1.9	1,426	2,135	82	110
2004	12489	473,745,000	113,000,000	354,000,000	6,745,000	1,297,932	2,202,000	1.7	1,352	1,835	78	104
2005	12577	495,166,000	128,000,000	341,000,000	26,166,000	1,356,674	2,668,000	2.0	1,413	2,223	74	108
2006	12677	524,816,000	129,558,940	395,257,060	-	1,437,862	2,827,000	2.0	1,498	2,356	85	113
2007	12777	512,996,350	130,980,940	382,415,610	-	1,405,470	3,092,034	2.2	1,364	2,577	82	110
2017	13724	551,018,600	140,259,280	410,759,320	-	1,509,640	3,321,208	2.2	1,573	2,768	82	110
2027	14289	573,703,350	146,033,580	427,669,770	-	1,571,790	3,457,938	2.2	1,637	2,882	82	110

Table 3. Total System Historical and Projected Water Usage - City of North Mankato

Upper System										
Year	Population	Annual Water Pumpage (gal)	Annual Commercial & Industrial Use (gal)	Annual Residential Use (gal)	Average Day Residential Water Use (gal)	Average Day Water Use-16 hr Pumping (gpm)	Average Daily Residential Water Use Per Capita (gpcd)	Max Day Water Use-20 hr Pumping (gpm)*	Average Daily Water Use Per Capita (gpcd)	Max Day Water Use-20 hr Pumping (gpm)*
1999	5944	318,655,000	121,000,000	195,655,000	536,041	904	90	1,174	166	1,174
2000	5898	327,925,000	125,000,000	202,925,000	555,959	936	94	1,341	152	1,341
2001	6154	369,675,000	144,000,000	225,675,000	618,288	1,055	100	1,854	185	1,854
2002	6308	323,553,000	114,000,000	209,553,000	573,570	923	91	1,658	140	1,658
2003	6529	357,860,000	112,000,000	245,860,000	673,589	1,021	103	1,530	150	1,530
2004	6689	341,437,000	119,000,000	228,437,000	625,855	974	95	1,42	142	1,323
2005	6677	384,437,000	128,000,000	256,437,000	647,773	1,040	97	1,636	150	1,636
2006	6777	389,211,000	129,558,940	259,652,060	711,376	1,111	105	1,747	157	1,747
2007	6877	373,019,050	130,560,940	242,458,110	664,214	1,065	97	1,874	149	1,874
2017	7824	411,041,000	140,259,280	270,781,820	741,868	1,173	95	2,065	144	2,065
2027	8369	433,725,850	146,033,580	287,692,270	768,168	1,238	94	2,179	142	2,179

*Max day values based on total system avg to max ratio

Table 4. Upper System Historical and Projected Water Usage - City of North Mankato

Lower System										
Year	Population	Annual Water Pumpage (gal)	Average Day Water Use (gal)	Average Day Water Use-16 hr Pumping (gpm)	Average Daily Residential Water Use Per Capita (gpcd)	Average Daily Water Use Per Capita (gpcd)	Max Day Water Use-20 hr Pumping (gpm)*			
1999	5900	154,206,200	422,483	440	72	72	572			
2000	5900	144,547,500	396,021	413	67	67	591			
2001	5900	143,705,500	393,714	410	67	67	721			
2002	5908	140,897,000	386,019	402	65	65	723			
2003	5900	141,666,000	388,126	404	66	66	605			
2004	5900	132,308,000	362,488	378	61	61	512			
2005	5900	130,749,000	358,216	373	61	61	587			
2006	5900	135,605,000	371,521	387	63	63	609			
2007	5900	139,977,500	383,500	399	65	65	703			
2017	5900	139,977,500	383,500	399	65	65	703			
2027	5900	139,977,500	383,500	399	65	65	703			

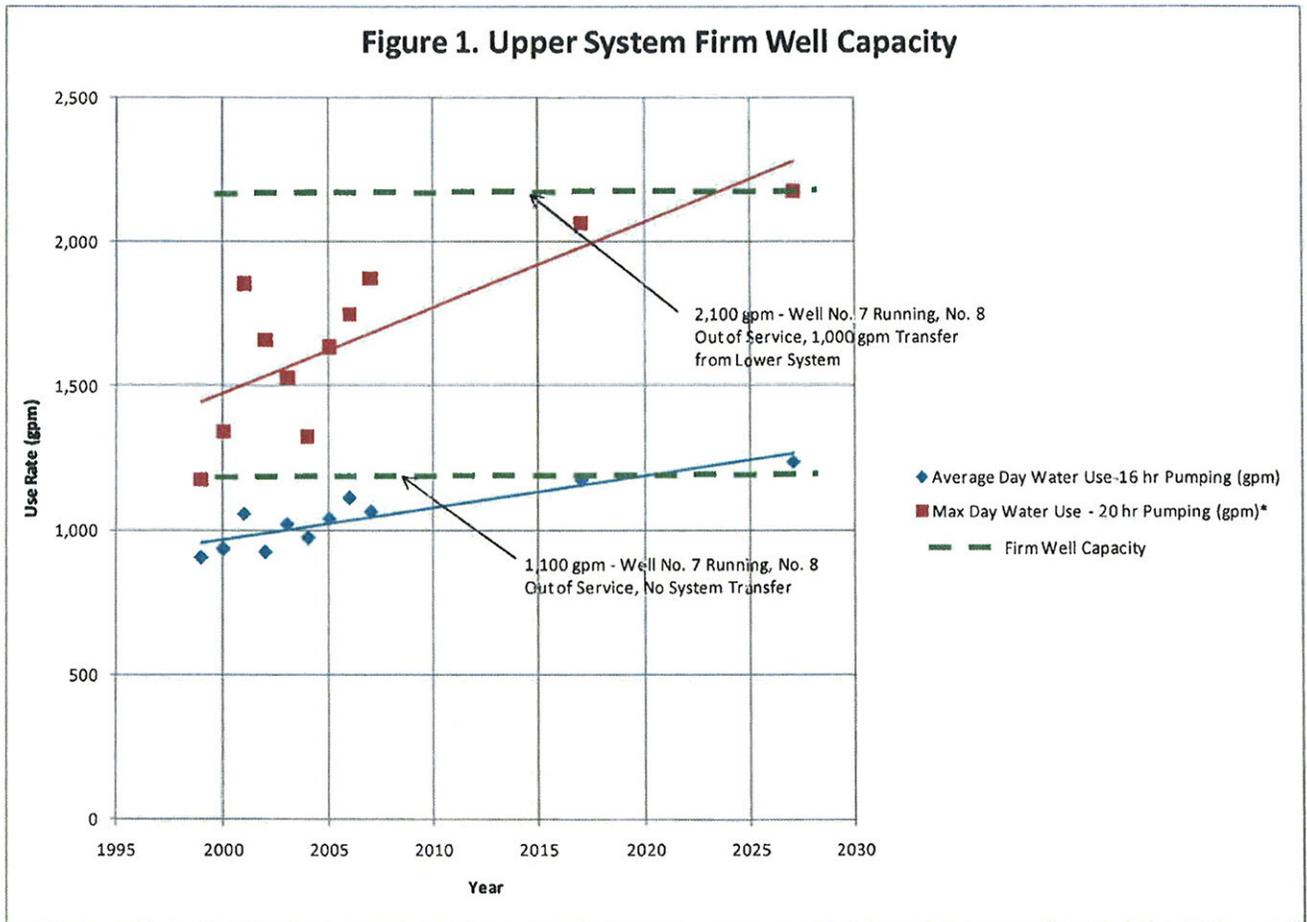
*Max day values based on total system avg to max ratio

Table 5. Lower System Historical and Projected Water Usage - City of North Mankato



Now that we have estimated the future water usage trends for the upper and lower system, we can determine the need for additional water supply.

According to the Recommended Standards for Water Works¹, a City's water supply capacity should equal or exceed the maximum day demand with the largest producing well out of service. The capacity of a water supply system with the largest well out of service is also referred to as "firm capacity". Since water supply sources are located in both the upper and lower systems, an analysis of the water supply requirements was done for each system considered separately. Figure 1 below shows the firm well capacity analysis for the Upper System.



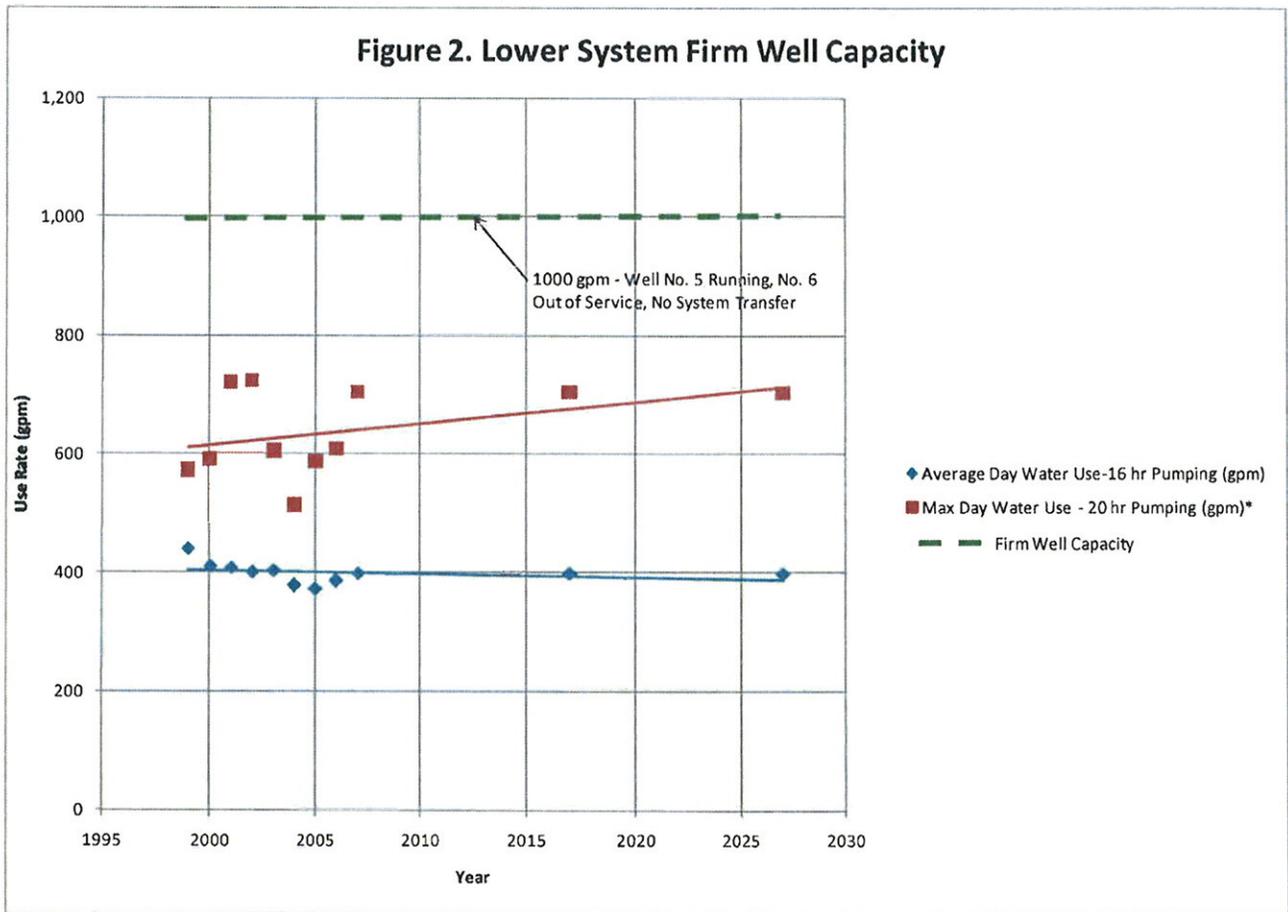
¹ Recommended Standards for Water Works, 2003 Edition, Great Lakes-Upper Mississippi River Board of State and Provincial Public Health and Environmental Managers.



As the figure shows, both average and maximum day water demands over the 20-year design period exceed the current firm well capacity, assuming no transfer of water from the lower system. The lower system does have the capacity to supply 1,000 gpm to the upper system in emergency situations. Assuming this transfer rate, the firm well capacity is still slightly below the maximum day water demand for the 20-year design period.

Based on the results shown in Figure 1, and recognizing that relying on emergency transfer of water from the lower system to meet long term maximum day demands is not recommended, there is a need for an additional water supply source for the upper system.

Figure 2 below shows the firm well capacity analysis for the Lower System.

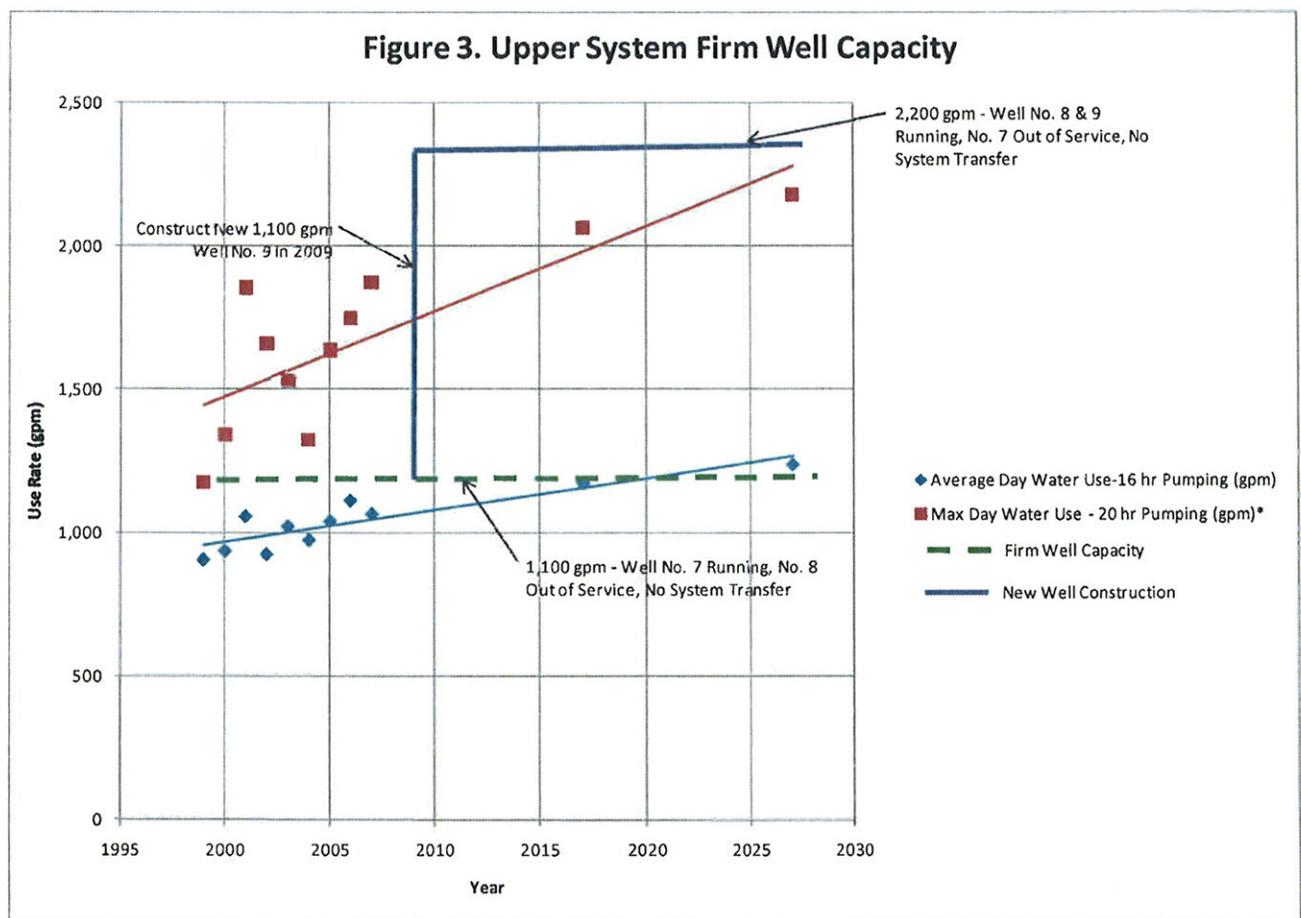




As the figure shows, the current firm well capacity in the lower system is adequate to meet both average and maximum day demands for the 20-year design period. Therefore, there is no need for additional water supply capacity in the lower system.

IV. PROPOSED IMPROVEMENTS

We recommend that a new 1,100 gpm Well No. 9 be constructed for the Upper System. Figure No. 3 below shows the Upper System firm well capacity improvement with the new well.





Since raw water from the well will need to be treated through Water Treatment Plant No. 2, it is recommended that the well be located in Caswell Park. The proposed well would be constructed similar to Well No. 8, 845-feet deep, drawing from the Mt. Simon and Hinckley formations. Figure No. 4 below shows the proposed well design.

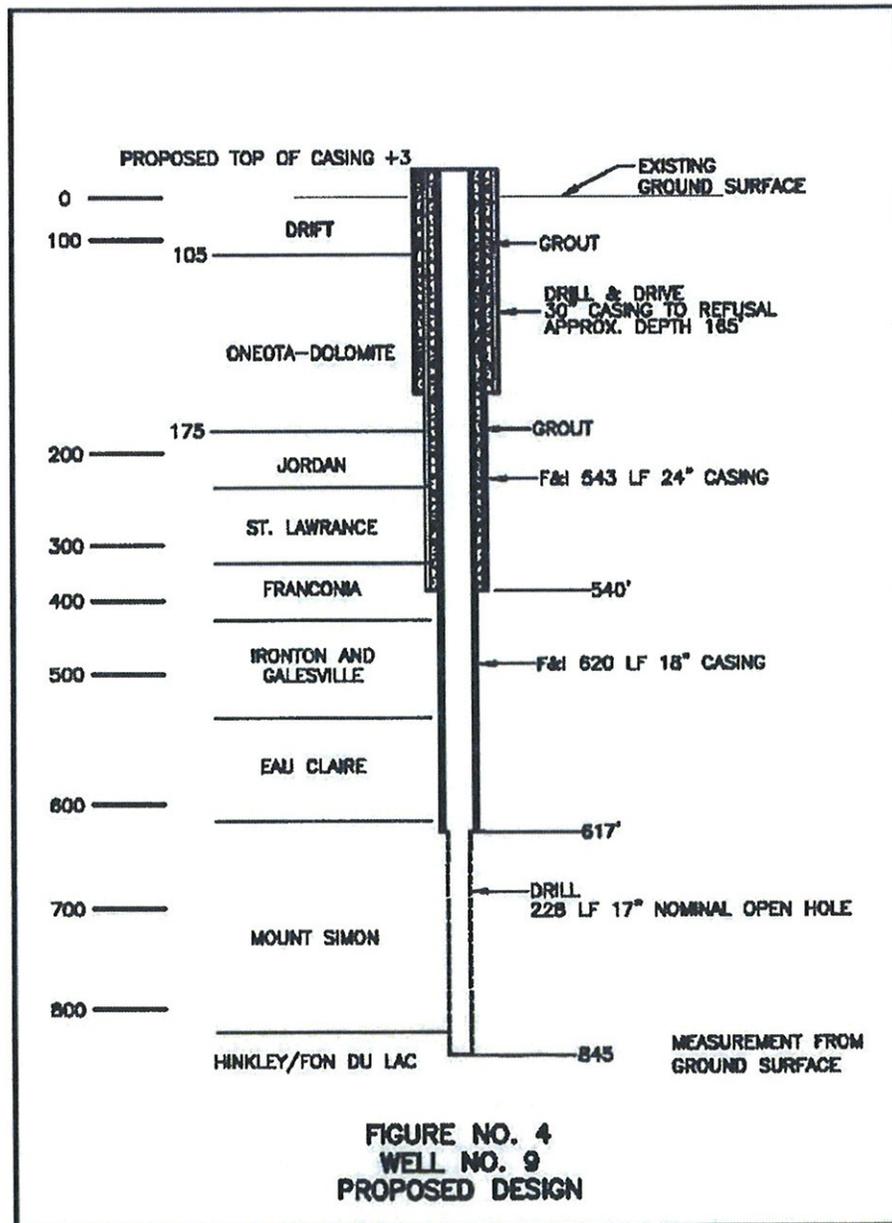




Figure No. 5 in the appendix shows the proposed well location in Caswell Park.

Following construction of the well, a meter house and 12-inch raw watermain connection to Water Treatment Plant No. 2 will need to be constructed. We understand that the City would like to incorporate the meter house into a new restroom and storage building proposed for Caswell Park, utilizing City forces for as much of the construction as possible to minimize costs.

V. ESTIMATED COSTS

Following are the estimated costs for the proposed improvements:

Construction of Municipal Well No. 9	\$571,379
Total Estimated Construction Cost	\$571,379
Design and Construction Engineering	\$57,137
City Administration	\$28,569
Total Estimated Project Cost	\$657,085

The costs shown above do not include the raw watermain connection, meter house, or electrical costs. A detailed cost estimate is included in the appendix.

VI. CONCLUSION AND RECOMMENDATIONS

The construction of a new 1,100 gpm municipal well is necessary to provide adequate water supply for the City of North Mankato for the next 20-years.

From an engineering standpoint, the proposed improvements are feasible, cost effective, and necessary, and can be best be accomplished by letting competitive bids for the work. We recommend that the Council approve this preliminary engineering report and authorize the preparation of plans and specifications for the improvements.



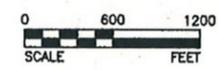
VII. POSSIBLE SCHEDULE

The following is a possible schedule for the proposed projects.

Date	Task
March 24, 2008	Present Preliminary Engineering Report to City Council
March 24, 2008	Authorize Plans & Specifications
May 5, 2008	Approve Plans and Specifications & Authorize Advertisement for Bids
May 12, 19, and 26, 2008	Advertise for Bids
June 5, 2008	Bid Opening
June 16, 2008	Award Contract
July 2008	Begin Construction
June 2009	End Construction



APPENDIX



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BOLTON & MENK, INC.
Consulting Engineers & Surveyors
MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN WILLMAR, MN
BURNSVILLE, MN CHASKA, MN RAMSEY, MN AMES, IA

CITY OF NORTH MANKATO
EXISTING WATER SUPPLY, TREATMENT, AND STORAGE **FIG. 1**



- ① WATER PLANT No. 1
- ② WATER PLANT No. 2
- ③ ARMY CORPS OF ENG. LIFT STATION No. 1
- ④ ARMY CORPS OF ENG. LIFT STATION No. 2
- ⑤ MAIN LIFT STATION
- ⑥ 500,000 GALLON WATERTOWER
- ⑦ NORTH RIDGE LIFT STATION
- ⑧ MARIE LANE LIFT STATION
- ⑨ LANGNESS LIFT STATION
- ⑩ 100,000 GALLON WATER TOWER
- ⑪ OAK FOREST LIFT STATION
- ⑫ HILLSIDE RESERVOIRS
- ⑬ HOWARD DRIVE LIFT STATION
- ⑭ WELL No. 8
- ⑮ CAROL COURT LIFT STATION
- ⑯ ASPEN LANE LIFT STATION
- ⑰ LANDING NORTH LIFT STATION



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BOLTON & MENK, INC.
 Consulting Engineers & Surveyors
 MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN WILLMAR, MN
 BURNSVILLE, MN CHASKA, MN RANSEY, MN AMES, IA

CITY OF NORTH MANKATO
 SCADA SYSTEM IMPROVEMENTS
 REMOTE TERMINAL LOCATIONS

FIG. 2

CLAIM REPORT
 BILLS PAID AFTER THE COUNCIL MEETING OF JANUARY 22, 2013
 END OF MONTH

74173	Hickory Tech	telephone bill-All Depts.	\$443.74
74174	ICMA Retirement Trust - 457	employee payroll deductions	\$5,359.85
74175	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$450.00
74176	John Deere Financial	equipment parts-Mun Bldg & Street Dept.	\$278.40
74177	Law Enforcement Labor Service	employee payroll deductions	\$450.00
74178	NCPERS Minnesota - Unit 662400	employee payroll deductions	\$192.00
74179	Sprint	PCS connection card data plan-Pol, 2013 Const & P/A	\$234.30
74180	Telrite Corporation	long distance phone bill-Mun Bldg	\$211.83
74181	United Way	employee payroll deductions	<u>\$214.65</u>
	Total		<u><u>\$7,834.77</u></u>

CLAIMS CONTINUED

General	\$5,076.65
Library	\$144.36
Community Development	\$100.00
2013 Construction	\$44.33
Water	\$334.37
Sewer	\$685.73
Sanitary Collection	\$113.00
Storm Water	\$4.34
Public Access	<u>\$1,331.99</u>
Total	<u><u>\$7,834.77</u></u>

PORT AUTHORITY INVOICES
BILLS PAID AFTER THE COUNCIL MEETING OF JANUARY 22, 2013
END OF MONTH

None to report

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

Council Meeting of February 4, 2013

Mayor Mark Dehen

Council Member Kim Spears

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg

List of Bills in the Amount of \$7,834.77

Council Meeting of February 4, 2013

Mayor Mark Dehen

Council Member Kim Spears

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg

CLAIM REPORT
FOR REGULAR COUNCIL MEETING OF FEBRUARY 4, 2013

A+ Security, Inc.	monitoring of alarm systems-Police & Fire Depts.	\$160.74
Abdo, Eick & Meyers	audit service-All Depts.	\$5,000.00
Alpha Wireless Communications	supplies, remove & install equipment-Police & Fire	\$2,719.01
Ameripride Services	mats, uniform & towel service-All Depts.	\$635.27
Batteries Plus	supplies-Street Dept.	\$85.41
Benco Electric Cooperative	electric bill-All Depts.	\$26,426.91
Blue Line Learning Group, Inc.	training-Police Dept.	\$325.00
Bolton & Menk, Inc.	eng fees-Cap Fac, 2011 & 2013 Const & Sales Tax	\$28,746.25
Brick House Graphics	City Center banners-Comm Dev	\$510.79
C & S Supply Co., Inc.	equipment parts & supplies-All Depts.	\$1,101.97
CenterPoint Energy	gas bill-All Depts.	\$8,528.85
City of Mankato	wastewater fee for February-Sewer Dept.	\$65,000.00
City of Mankato	75% of sewer revenue for 2012-Sewer Dept.	\$933.72
Computer Technology Solutions, Inc.	equipment parts-Mun Bldg, Police, Insp & P/A	\$325.77
Crawler Welding, Inc.	equipment parts-Street Dept.	\$1,904.55
DeZurik, Inc.	equipment parts-Water Dept.	\$999.67
Engineering America, Inc.	additive & equipment parts-Water Dept.	\$254.59
Express Services, Inc.	temporary crossing guards-Police Dept.	\$758.63
Ferguson Enterprises, Inc.	plumbing supplies-Mun Bldg	\$49.91
Freyberg Petroleum Sales, Inc.	supply-Shop	\$37.36
Goodwin, Tony	professional service-Public Access	\$440.00
Green Tech Recycling	appliance recycling-Sanitation	\$112.00
Hansen Sanitation	refuse pickup-Sanitation	\$48,696.65
Horvick, Inc.	equipment parts-Sewer Dept.	\$293.13
I & S Group, Inc.	downtown planning study-Sales Tax Fund	\$7,600.00
Ingram Library Services	books-Library & Bookmobile	\$2,054.77
Jackson-Hirsh, Inc.	supplies-All Depts.	\$63.62
Javens Mechanical Contracting Co.	service backflow preventers-Park & Sewer Depts.	\$356.45
Keller, J. J. & Associates, Inc.	OSHA book updates-All Depts.	\$520.77
Knudson, David	travel expenses for training-Insp	\$262.02
LJP Enterprises, Inc.	trailer rent-Sanitation	\$600.00
Lakes Gas Company	LP gas-Sanitation	\$189.95
Little Falls Machine, Inc.	equipment parts-Street Dept.	\$1,250.83
Lloyd Lumber Co.	supplies, equipment parts & rental-All Depts.	\$822.64
Madison National Life Insurance	life insurance for February	\$630.16

CLAIMS CONTINUED

Madison National Life Insurance	voluntary life insurance for February	\$205.80
Mankato Bearing Co.	grease-Street Dept.	\$124.21
Mankato Public Schools	transportation for special programs-Library	\$57.75
Matheson Tri-Gas, Inc.	welding supplies-Shop	\$85.47
McCrometer, Inc.	equipment parts-Water Dept.	\$196.27
Metro Sales, Inc.	copier maintenance-Mun Bldg	\$190.05
Menards-Mankato	supplies-All Depts.	\$243.10
Minnesota DNR Eco-Waters	2012 Water Permit fee-Water Dept.	\$6,851.00
MN Public Facilities Authority	principal & interest on bonds	\$38,745.70
MN Dept Employment & Economic Dev	Thin Film grant repayment-Port Auth Rev Loan Fund	\$1,931.22
Moss & Barnett	legal services-Public Access	\$562.00
Neubert Millwork Co.	supplies-Park Dept.	\$64.43
Nicollet County Auditor-Treasurer	postage redistricting postcards 2012 election-Admin	\$1,008.44
North Mankato Motor Vehicle Registrar	license tabs-Police Dept.	\$22.00
Northern States Supply	equipment part-Shop	\$12.12
Northland Securities, Inc.	2012 continuous disclosure report-Finance	\$3,600.00
Petty Cash, Clara Thorne	petty cash items-All Depts.	\$79.35
PowerPlan	equipment parts-Street, Park & Sewer Depts.	\$868.37
Quality Overhead Door Co., Inc.	overhead door repairs-Street Dept.	\$12.61
Recreonics, Inc.	equipment parts-Swim Facility	\$2,141.97
Red Feather Paper Co.	supplies-All Depts.	\$427.30
Retrofit Companies	recycle light bulbs-Sanitation	\$242.36
River Bend Business Products	copier maintenance & supplies-Bldg, Pol & P/A	\$486.27
Recorded Books	downloadable magazine access fee-Library	\$2,857.98
S.O.T.A.	training-Police & Tactical Response Team	\$1,060.00
Schwickert's	furnace repairs-Police Dept.	\$1,770.00
Southern Minnesota Construction	road sand-Street Dept.	\$506.00
Staples Advantage	supplies-All Depts.	\$552.17
Stone & Steel Design	pavers-Contingency	\$148.12
Survey Services, Inc.	prof service-Adm, Comm Dev, Sales Tax & Port Auth	\$3,330.00
Swenson, Jeremy	supplies-Police Dept.	\$10.00
Texas Refinery	fuel additive-All Depts.	\$3,106.36
US Highway 14 Partnership	2013 membership dues-Contingency	\$1,825.00
Verizon Wireless	cell phone bill-Comm Dev, Port Auth & Public Access	\$168.16
Viking Fire & Safety	service fire extinguishers-Police Dept.	\$25.07
Viking Electric Supply	supplies-Water Dept.	\$191.09
Werner Electric Supply	equipment parts & supplies-Shop, Bookmobile & Wtr	\$200.54
Xcel Energy	electric bill-All Depts.	\$23,441.12
Zahl Equipment Service	equipment parts-Street Dept.	\$45.96

CLAIMS CONTINUED

Zellmer, Gary	pay for election judge	\$116.00
Joel, Cher	pay for election judge	\$52.00
Hudson, David	pay for election judge	\$132.75
Westphal, Margaret	pay for election judge	\$116.00
Klute, Susan	pay for election judge	\$130.50
Klaseus, Lorraine	pay for election judge	\$116.00
Etzell, Karen	pay for election judge	\$116.00
Goettl, Michele	pay for election judge	\$132.75
Michels, Betty	pay for election judge	\$116.00
Kemp, Janis	pay for election judge	\$116.00
Johnson, Janet	pay for election judge	\$114.00
Schilling, Elaine	pay for election judge	\$132.75
Tungsvik, Byron	pay for election judge	\$116.00
Norland, Dorothy	pay for election judge	\$64.00
Wilson, Rose	pay for election judge	\$114.00
Lovik, Carolyn	pay for election judge	\$64.00
Lovik, Roger	pay for election judge	\$64.00
Smith, Michael	pay for election judge	\$116.00
Boruff, Carol	pay for election judge	\$114.00
Neir, Helen	pay for election judge	\$116.00
Anderson, Dorothy	pay for election judge	\$50.00
Johnson, Jean	pay for election judge	\$114.00
Johnson, Lowell	pay for election judge	\$116.00
Middleton, James	pay for election judge	\$52.00
Kaufman, Cindy	pay for election judge	\$130.50
Salzwedel, Debra	pay for election judge	\$64.00
Halstead, William	pay for election judge	\$130.50
Hirvela, James	pay for election judge	\$116.00
Kemp, Dennis	pay for election judge	\$124.00
Clausen, Theresa	pay for election judge	\$122.00
Total		<u>\$308,970.50</u>

CLAIMS CONTINUED

General	\$69,221.53
Library	\$5,828.33
Bookmobile	\$367.04
Community Development	\$844.01
Local Option Sales Tax	\$7,857.50
Contingency	\$1,973.12
Port Authority	\$784.22
Capital Facilities & Equipment Replacement-Sewer	\$2,375.00
Port Authority State Revolving Loan Fund	\$1,931.22
GO Refunding Bond of 2005C	\$2,998.70
Local Option Sales Tax Construction	\$16,459.50
2011 Construction	\$4,090.50
2013 Construction	\$8,132.25
Water	\$23,323.74
Sewer	\$106,749.84
Sanitary Collection	\$52,606.24
Storm Water	\$1,093.85
Public Access	\$1,803.91
Tactical Response Team	\$530.00
Total	<u>\$308,970.50</u>

PORT AUTHORITY INVOICES
FOR REGULAR COUNCIL MEETING OF FEBRUARY 4, 2013

Abdo, Eick & Meyers	audit service-Port Authority	\$474.00
MN Dept Employment & Economic Dev	Thin Film grant repayment-Port Auth Rev Loan Fund	\$1,931.22
Survey Services	professional service-Port Authority	\$257.50
Verizon Wireless Communications	cell phone bill-Port Authority	<u>\$52.72</u>
Total		<u><u>\$2,715.44</u></u>

List of Port Authority Bills in the Amount of \$2,715.44

Council Meeting of February 4, 2013

Mayor Mark Dehen

Council Member Kim Spears

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg

List of Bills in the Amount of \$308,970.50

Council Meeting of February 4, 2013

Mayor Mark Dehen

Council Member Kim Spears

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg