

**Oath of Office for Elected Mayor and Council Members**

District Court Judge Bradley C. Walker administered the oath of office to the newly elected Council Member Kim Spears and re-elected Mayor Mark Dehen and Council Member Billy Steiner.

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 7, 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 Steiner, Norland, Freyberg and Spears, Interim City Administrator Fischer, Finance Director Thorne, City Clerk Gehrke, Engineer Malm and Attorney Kennedy.

**Approval of Agenda**

**Council Member Steiner moved, seconded by Council Member Norland, to approve the agenda as presented with the inclusion under Council Member Spears to review the three-minute time limit for those wishing to speak under the open portions of the Council meetings. Vote on the motion: Steiner, Norland, Freyberg, Spears and Dehen, aye; no nays. Motion carried.**

**Approval of Minutes**

**Council Member Freyberg moved, seconded by Council Member Norland, to approve the minutes of the Regular Council meeting of December 17, 2012, and the Special Council meetings of December 14, 2012, December 19, 2012 and December 20, 2012. Vote on the motion: Steiner, Norland, Freyberg and Dehen, aye; Spears abstained; no nays. Motion carried.**

**Correspondence**

**Letter from Representative Kathy Brynaert**

Mayor Dehen read a letter from Representative Kathy Brynaert thanking the City for their support and stating that she looks forward to working with us.

**Programming Line-Up Change Notification from Charter Communications**

Mayor Dehen referenced a notice from Charter Communications regarding channel changes to become effective after Tuesday, January 22, 2013.

**Open the Meeting to the Public for the First Time**

**Barb Church, 102 E. Wheeler Avenue**

Barb Church, 102 E. Wheeler Avenue, appeared before the Council and referenced the notice from Charter Communications regarding the channel changes. She reported that she has Charter as her provider and has not received notice about this change as indicated in their notice.

Ms. Church also requested the Council actively recruit a diverse group of individuals to fill vacancies on the City Boards and Commissions.

**Consent Agenda**

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

1. Audio and Large Group Permit for Arthritis Foundation Walk, Spring Lake Park, Saturday, May 4, 2013, from 7 a.m. to 1 p.m.
2. Parade Permit for Arthritis Foundation Walk, Spring Lake Park, Saturday, May 4, 2013 from 8 a.m. to 12 noon.

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

### **Staff Reports**

#### **Interim City Administrator**

##### **Res. No. 01-13 Designating Official Newspaper**

Interim Administrator Fischer presented Resolution No. 01-13 designating an official newspaper for the City of North Mankato for 2013 legal announcements and publications. Where permitted, announcements and publications will be placed on the City's web site. **Council Member Freyberg moved, seconded by Council Member Norland, to adopt Resolution No. 01-13 Designating *The Mankato Free Press* as the official newspaper for the City of North Mankato. Vote on the Resolution: Steiner, Norland, Freyberg, Spears and Dehen, aye; no nays. Motion carried.**

##### **Res. No. 02-13 Designating Depositories for City of North Mankato**

Interim Administrator Fischer presented Resolution No. 02-13 designating depositories for the City of North Mankato for 2013 and reported the City's checking account is with Frandsen Bank & Trust. **Council Member Steiner moved, seconded by Council Member Norland, to adopt Resolution No. 02-13 designating the following banks as City depositories: Frandsen Bank & Trust, US Bank, Wells Fargo, First National Bank Minnesota, Pioneer Bank, Voyager Bank, Community Bank of Vernon Center, Minnstar Bank NA, TCF Bank FSB, Wells Federal Bank FSB, Northern Star Bank and United Prairie Bank. Vote on the Resolution: Steiner, Norland, Freyberg, Spears and Dehen, aye; no nays. Motion carried.**

##### **Res. 03-13 Setting Fees and Charges**

Interim Administrator Fischer presented Res. No. 03-13 setting fees and charges. He reported staff is recommending that assessment searches submitted within 72 hours of closing incur a rush fee of \$30.00 for a total of \$60.00 and a penalty fee of 10 percent for license fees not submitted by the due date. **Council Member Freyberg moved, seconded by Council Member Steiner, to adopt Resolution No. 03-13 Setting Fees and Charges. Vote on the Resolution: Steiner, Norland, Freyberg, Spears and Dehen, aye; no nays. Motion carried.**

### **Schools and Conferences**

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

1. Regional State Fire School, North Mankato, March 2-3, for 34 Firefighters.
2. MSFCA Fire Officers School, Alexandria, February 9-10, for 2 Fire Department Officers.
3. Minnesota State Fire Department Association Conference and School, Bemidji, June 19-22, for 6 Firefighters and 1 Relief Association Officer.
4. Minnesota Fire Chiefs Conference and School, Rochester, October 16-19, for 2-3 Fire Officers.

5. Governor's Homeland Security and Emergency Management Conference, Brooklyn Center, February 12-14, for Emergency Management Director and 1 Police Reserve Officer.
6. DOT Commercial Vehicles Inspection Recertification, North Mankato, January 8, for Mechanic Foreman.
7. L.O.C.K.U.P. – The Bulletproof Mind, St. Paul, March 19, for Police Detective.

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

### **Finance Director**

#### **Property/Casualty Insurance Dividend**

Finance Director Thorne reported the League of Minnesota Cities Insurance Trust notified the City of a property/casualty insurance dividend in the amount of \$56,762 from a total 2012 premium of \$139,939. The Finance Director reported this is a larger dividend than normal due to the success cities have had in reducing the cost of claims related to land use litigation and police liability.

#### **Res. No. 04-13 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 that on January 7, 2013, the City will be purchasing 20 radios for the amount of \$4,851.20 for street and park employees in conjunction with the Civil Defense siren upgrade approved by the City Council in the Five-Year Capital Improvement Plan for the year 2013.

**Council Member Steiner moved, seconded by Council Member Norland, to adopt Resolution No. 04-13 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: Steiner, Norland, Freyberg, Spears and Dehen, aye; no nays. Motion carried.**

### **Report from Council Members**

#### **Council Member Norland**

Council Member Norland asked that the Council set a time to discuss allowing the planting of prairie grasses in North Mankato yards. She reported that in light of the recent droughts, the City may need to consider limiting the use of water for outdoor watering.

#### **Council Member Spears**

Council Member Spears read the following statement regarding the three-minute time limit imposed on persons wishing to speak during the open portions of the meeting: "Because it is a prima facie violation of the First Amendment of the Constitution of the United States; Because the Mayor, as chairman of the Council meetings has the authority to end comment at the point where it becomes unproductive; Because the limit makes the presumption that typical public comment is only worthy of three minutes; Because the restriction makes it more threatening for members of the public to come forward when just speaking before the Council is a scary prospect, therefore presenting another hurdle to public participation; Because the limit can discount the effort and preparation a citizen has invested in their presentation; and Because the restriction is an arbitrary application of power and can make the citizen feel belittled."

**Council Member Spears moved, seconded by Council Member Freyberg, to revoke the three-minute time limit for those persons wishing to speak during the open portions of the meeting.** Council Member Freyberg stated the three-minute limit is a useful tool so that people are prepared to speak. Attorney Kennedy noted the City of North Mankato is doing more than most cities by having two opportunities for citizens to address the Council. The Mayor stated several instances in the past two years where citizens have used the open portion of the meeting as a bully pulpit and he is lenient if someone is not done speaking and goes over their three-minute limit. He also stated that written comments may be provided to the Council. Council Member Spears rebutted that the three-minute limit does not give the impression the City of North Mankato is a kind and gentle City and is an imposition on those people who honestly have issues to speak about and referenced an article from the *Municipal Research and Services Center of Washington* which addressed Council meeting conduct and citizen rights under the First Amendment. In summary, the article related “that a speaker may not be stopped from speaking because the moderator disagrees with the speaker’s viewpoint.” The article further states that “consistent enforcement of the Council rule of procedure will serve well in the face of challenges to the exercise of those rules and that a consistent management of the rules (such as adhering to the three-minute limitation) will provide a city or county with a foundation for demonstrating that its conduct is not discriminatory and non-content based in the face of a claim of First Amendment violations.” **Vote on the motion: Spears aye; Steiner, Norland, Freyberg and Dehen, nay. The motion failed.**

### **Report from Mayor**

#### **Appointments to Boards and Commissions**

Mayor Dehen presented the list of appointments to boards, committees and commissions for the year 2013 as follows: Billy Steiner as Acting Mayor; Nick Meyer and Mark Weinstein to the Planning Commission for a four-year term through 2016; Bryan Bode to the Planning Commission for a two-year term through 2014; Steven Mork and Leon Bembenek to the Housing and Redevelopment Authority for five-year terms through 2017; Bill Borchardt to the Traffic and Safety Committee for a one-year term; Nancy Hopkins and John Daley to the Board of Appeal and Equalization for three-year terms through 2015; Keith Hamm to the Board of Appeal and Equalization for a two-year term through 2014; Brenda Peterson and Gary Zellmer to the North Mankato Taylor Library Board for three-year terms through 2015; Jo Robbins and John Maiers to the North Mankato Bicycle Commission for two-year terms through 2014; Jon Anderson and Tom Schwinghammer to the North Mankato Bicycle Commission for one-year terms through 2013; Kennedy & Kennedy as City Attorney; Bolton & Menk as Consulting Civil Engineer; Northland Securities, Inc. as Bond Consultant; Abdo, Eick & Meyers as Auditor; Todd Mettler as Weed Inspector; Bruce Royer as Plumbing Inspector; and Derek Tostenson as Construction Inspector. **Council Member Freyberg moved, seconded by Council Member Norland, to set the appointments for the year 2013. Vote on the motion: Steiner, Norland, Freyberg, Spears and Dehen; aye; no nays. Motion carried.**

#### **Res. No. 05-13 Approving City Council Committee Assignments**

Mayor Dehen presented Resolution No. 05-13 Approving City Council Committee Assignments. Council Member Freyberg asked if Council Member Spears would be interested in serving on the Region Nine Development Commission in his place. Council Member Spears reported he would be willing to serve in this capacity. The City Council Assignments are as follows:

Mayor Mark Dehen:	Nicollet County/North Mankato Liaison Committee North Mankato Port Authority Commission Personnel Committee Intergovernmental Cooperation (Advisory Committee) Cities/Colleges/Universities Advisory Council Coalition of Greater Minnesota Cities North Mankato Fire Relief Association Highway 14 Partnership North Mankato Bicycle Commission
Council Member Billy Steiner	Personnel Committee North Mankato Taylor Library Board North Mankato Port Authority Commission Intergovernmental Youth Assets Envision 2020
Council Member Diane Norland:	Region Nine Development Commission Mankato Area Community Services Council Envision 2020 Park and Green Spaces Committee Chair
Council Member Bob Freyberg:	All Seasons Arena Board Intergovernmental Cooperation (Advisory Committee) Nicollet County Recycling Task Force North Mankato Planning Commission Metropolitan Planning Organization (MPO)
Council Member Kim Spears	Region Nine Development Commission (Alternate) Nicollet County/North Mankato Liaison Committee Community Center Task Force Traffic & Safety Committee Passenger Rail Group

**Council Member Freyberg moved, seconded by Council Member Norland to adopt Resolution No. 05-13 Approving City Council Committee Assignments. Vote on the Resolution: Steiner, Norland, Freyberg, Spears and Dehen; aye; no nays. Motion carried.**

**Certificate of Recognition to Dave Trask for 20 Years of Service on the North Mankato Planning Commission**

Mayor Dehen read the Certificate of Recognition honoring Dave Trask for his 20 years of service on the North Mankato Planning Commission.

**City Administrator Hiring Update**

The Mayor reported negotiations are proceeding with John Harrenstein to fill the City Administrator position with a resolution expected shortly.

**Letter from Oscar Bruner**

The Mayor read a letter from Oscar Bruner thanking the Council for keeping the City of North Mankato a wonderful place to live.

**Sioux Valley Mental Health Center**

The Mayor announced an open house would be held from 4 p.m. to 6 p.m. on Wednesday, January 23, 2013 at the Sioux Valley Mental Health Center, 342 Belgrade Avenue.

**Coffee with the Council**

The Mayor reported the next "Coffee with the Council" will be held from 10:30 a.m. to 11:30 a.m. on Saturday, January 12, 2013 at the City's newest eating establishment, Erbert and Gerbert's, 1710 Commerce Drive.

**Peddle Past Poverty**

The Mayor reported he, along with Mankato Mayor Anderson, will be an honorary chair for the Peddle 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**

**Barb Church, 102 E. Wheeler Avenue**

Barb Church, 102 E. Wheeler Avenue, appeared before the Council and stated she believes a five-minute limit seems a reasonable time during the open portions of the Council meetings.

**Bills and Appropriations**

Council Member Norland moved, seconded by Council Member Steiner, to approve all bills and appropriations in the amounts of \$245,846.45 and \$313,588.28 Vote on the motion: Steiner, Norland, Freyberg, Spears and Dehen, aye; no nays. Motion carried.

There being no further business, the meeting was adjourned at 7:53 p.m.

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Mayor

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City Clerk

Pursuant to due call and notice thereof, a Special Meeting of the North Mankato City Council was held in the Council Chambers of the Municipal Building on January 14, 2013. Mayor Dehen called the meeting to order at 12:30 p.m. The following were present for the meeting: Mayor Dehen, Council Members Norland, Freyberg, Spears and Steiner, Interim Administrator Fischer, Finance Director Thorne and City Clerk Gehrke.

**Consider Employment Agreement for New City Administrator**

Mayor Dehen announced the purpose of this Special Council meeting was to consider the Employment Agreement to employ John Harrenstein as the North Mankato City Administrator. In response to questions from Council Member Spears, the Mayor reported the proposed compensation falls within the comparable worth range for 2013. The Mayor also stated the compensation for Mr. Harrenstein is not in competition with the previous City Administrator, but in competition with the marketplace. He reported several City Administrators are retiring and the City is in competition with other cities which are also looking to fill positions. Discussion was held regarding car allowances for City Administrators which was determined to be a standard benefit. The Mayor reported Mr. Harrenstein would begin his duties effective March 4, 2013. Council Member Norland stated that the previous City Administrator was underpaid. **Council Member Freyberg moved, seconded by Council Member Steiner, to approve the Employment Agreement between the City of North Mankato and John Harrenstein as the new City Administrator. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen, aye; no nays. Motion carried.**

Mayor Dehen reported he has had several conversations with Mr. Harrenstein and is excited to have him onboard. The Employment Agreement will be forwarded to Mr. Harrenstein for his signature today.

There being no further business, Council Member Steiner moved, seconded by Council Member Norland to adjourn the meeting. The meeting was adjourned at 12:39 p.m.

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Mayor

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City Clerk

# CITY OF NORTH MANKATO



## REQUEST FOR COUNCIL ACTION

Agenda Item # 8A	Department: Administration	Council Meeting Date: 01/22/2013
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**TITLE OF ISSUE:** Public Hearing, 7 p.m. - Amend North Mankato City Code; Ord. No. 48, Fourth Series, Amending Code of Ordinances

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** Subsequent to the adoption of the new City Code in 2007, the Council determined that it would be appropriate to update the Code of Ordinances annually to ensure that it remains current. Based on a review of 2012's activity, the City Planner has developed the recommended changes as outlined in the attached information.

*If additional space is required, attach a separate sheet*

**REQUESTED COUNCIL ACTION:** Adopt Ordinance

**For Clerk's Use:**

Motion By: \_\_\_\_\_  
 Second By: \_\_\_\_\_

Vote Record:

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

**SUPPORTING DOCUMENTS ATTACHED**

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) _____		Exhibit A _____		
_____				
_____				
_____				

<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: _____

NOTICE OF PUBLIC HEARING  
TO AMEND NORTH MANKATO CITY CODE

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota, at 7 p.m. on the 22<sup>nd</sup> day of January, 2013, to hold a public hearing to amend the City Code of North Mankato to include all Ordinances adopted by the City Council in 2012 and other amendments to the Code as necessary.

Such persons as desire to be heard with reference to the proposed amendment to the City Code will be heard at this meeting.

Dated this 29<sup>th</sup> day of November 2012.

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

January 7, 2013  
**NOTICE OF PUBLIC HEARING  
TO AMEND NORTH MANKATO  
CITY CODE**

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota, at 7 p.m. on the 22nd day of January, 2013, to hold a public hearing to amend the City Code of North Mankato to include all Ordinances adopted by the City Council in 2012 and other amendments to the Code as necessary. Such persons as desire to be heard with reference to the proposed amendment to the City Code will be heard at this meeting.  
Dated this 7th day of January 2013.  
Nancy Gehrke, CMC  
City Clerk  
City of North  
Mankato, Minnesota

# AFFIDAVIT OF PUBLICATION

**State of Minnesota, ss.  
County of Blue Earth**

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

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

(B) *The printed \_\_\_\_\_ Notice*

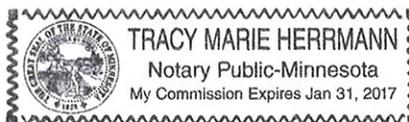
*which is attached was cut from the columns of said newspaper, and was printed and published once each week, for <sup>1</sup> successive weeks; it was first published on \_\_\_\_\_  
Monday  
January \_\_\_\_\_, 20\_\_\_\_, <sup>7</sup> and was thereafter printed and published on every \_\_\_\_\_  
Monday  
to and including \_\_\_\_\_  
Monday  
the \_\_\_\_\_  
January \_\_\_\_\_, 20\_\_\_\_; and <sup>13</sup> printed below is a copy of the lower case alphabet from A to Z, both inclusive, which is hereby acknowledged as being the size and kind of type used in the composition and publication of the notice:*

abcdefghijklmnopqrstuvwxyz

By: *James P. Santori*  
Publisher

*Subscribed and sworn to before me on this \_\_\_\_\_  
January \_\_\_\_\_, 20\_\_\_\_. <sup>7</sup> <sup>13</sup>*

*Tracy Herrmann*  
Notary Public



ORDINANCE NO. 48, FOURTH SERIES

AN ORDINANCE AMENDING THE CODE OF ORDINANCES FOR  
THE CITY OF NORTH MANKATO, MINNESOTA  
REVISING, UPDATING AND  
COMPILING CERTAIN ORDINANCES OF THE CITY DEALING WITH THE  
SUBJECTS EMBRACED IN THE CODE OF ORDINANCES, AND PROVIDING  
PENALTIES FOR THE VIOLATION OF THE CODE OF ORDINANCES

WHEREAS, Minnesota Statutes Section 415.02 and 415.021 authorize the City to cause its ordinances to be revised, updated and compiled;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, ordains as follows:

**Section 1.** All portions of the City of North Mankato Code will be revised as outlined in Exhibit A attached; and

**Section 2.** Ordinance Nos. 44, 45, 46, and 47, Fourth Series are incorporated into the revised Code of Ordinances;

**Section 3.** This ordinance amending the Code of Ordinances shall be a sufficient publication of any ordinance included in it and not previously published in the City's official newspaper. The City Clerk shall cause a substantial quantity of the amended Code of Ordinances to be printed for public distribution to the public at actual cost and shall furnish a copy of the amended Code of Ordinances to the County Law Library or its designated depository. The official copy of this amended Code of Ordinances shall be marked and kept in the Office of the City Clerk.

**Section 4.** The Code of Ordinances is declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by Minnesota Statutes by the Courts of the State of Minnesota.

**Section 5.** This ordinance amending the Code of Ordinances shall take effect upon publication of this ordinance in the City's official newspaper.

Adopted by the City Council of the City of North Mankato this 22<sup>nd</sup> day of January 2013.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

**EXHIBIT A**  
**TO ORDINANCE NO. 48, FOURTH SERIES**  
**UPDATING CODE OF ORDINANCES**  
**CITY OF NORTH MANKATO**

**Section 11.01 Precinct Boundaries.**

Delete A-L and replace with the following:

*(A) Precinct boundaries are as shown on the attached "City of North Mankato Redistricting Plan 3" map to include Precincts 1, 2, 3, 4, 5, 6 and 7.*

**Section 52.01 Connection with City Water System.**

(2) *Annexed lands.* In the case where such a building has been annexed into the city, then the owner shall be required to make such a service connection within ~~8 years~~ 1 year after the date of annexation or within 90 days of the date the water main becomes operational, whichever is later. However, if such owner's private water supply requires repairs or other maintenance to meet state codes and standards which exceeds \$1500, then such owner shall immediately connect with the city water system. Furthermore, a building constructed after the date of annexation shall not be subject to the above time limitations and the owner shall be required to immediately connect to such water main.

**Section 54.05 Purpose, Scope and Definitions.**

A. *Purpose.* The purpose of this ordinance is to establish standards and requirements for conservation practices and planning activities designed to control or reduce point and non-point source storm water pollution, soil erosion, and sedimentation, and illicit discharges that may occur within the city.

B. *Scope.* Any person, business entity, state agency, or political subdivision proposing a land disturbance activity within the City of North Mankato shall apply to the City of North Mankato for the approval of the Stormwater Pollution Prevention Plan (SWPPP). No land shall be disturbed until the plan is approved by the City of North Mankato and conforms to the standards set forth herein. This Ordinance also develops regulations to manage illicit storm water discharge within the city.

C. *Definitions.*

"Contaminated" containing a harmful quantity of any substance.

"Contamination" the presence of or entry of any substance which may be deleterious to the public health and/or the quality of the water into the public storm water system, Waters of the State, or Waters of the United States.

"Cosmetic Cleaning" cleaning done for cosmetic purposes to the exterior of buildings, motorized vehicles, parking lots, recreational vehicles or similar activity. It does not include industrial cleaning, cleaning associated with manufacturing activities, hazardous or toxic waste cleaning, or any cleaning otherwise regulated under federal, state, or local laws.

**"Harmful Quantity"** the amount of any substance that will cause pollution of waters of the City, State or Nation that will cause lethal or sub-lethal adverse effects on the representative, sensitive aquatic monitoring organisms residing in waters.

**"Illicit Discharge"** a discharge to the MS4 that is not composed entirely of storm water, except for those discharges exempted under Section 54.12.

**"Mobile Commercial Cosmetic Cleaning"** power washing, steam cleaning and any other mobile cosmetic cleaning operation of vehicles and/or exterior surfaces engaged for commercial purposes.

**"Municipal Separate Storm Sewer System (MS4)"** the system of conveyances, including sidewalks, municipal streets, driveways, curb & gutter, ditches, channels, retention basins, catch basins or similar storm water inlets, and/or any other conveyance delivering water to the public storm sewer collection and delivery system.

**"MS4 Permit"** the Minnesota Pollution Control Agency (MPCA) permit issued to the City of North Mankato for monitoring and maintaining water quality in its MS4. The Environmental Protection Agency has promulgated the National Pollution Discharge Elimination System, Phase II storm water rules. The MPCA has delegated the responsibility to administer the National Pollution Discharge Elimination System, Phase II storm water permit system to MS4 communities.

**"Pollution"** the alteration of the physical, thermal, chemical, or biological quality of, or the contamination of, any Waters of the State or the MS4, that renders the water harmful, detrimental, or injurious to humans, animal life, vegetation, or property, or to the public health, safety, or welfare, or impairs the usefulness or the public enjoyment of the water for any lawful or reasonable purpose.

#### **Section 54.12 Illicit Discharge Prohibited.**

A person commits a violation if the person introduces or causes to be introduced into the MS4 any discharge that is not composed entirely of storm water.

A person commits a violation if the person introduces or causes to be introduced into the MS4 any harmful quantity of any substance.

The following are considered exempt discharge activities from enforcement action for a violation.

- (A) A discharge authorized by, and in full compliance with a site specific NPDES permit such as a storm water pollution prevention plan permit for construction activities;
- (B) A discharge or flow resulting from fire fighting by the Fire Department;
- (C) Agricultural storm water runoff;
- (D) A discharge or flow from water line flushing or disinfection that contains no harmful quantity of total residual chlorine or any other chemical used in line disinfection;

- (E) A discharge or flow from lawn watering, or landscape irrigation;
- (F) A discharge or flow from a diverted stream flow or natural spring;
- (G) A discharge or flow from uncontaminated pumped groundwater or rising groundwater;
- (H) Uncontaminated groundwater infiltration;
- (I) Uncontaminated discharge or flow from a foundation drain, sump pump, or footing drain;
- (J) A discharge or flow from a potable water source not containing any harmful substance or material from the cleaning or draining of a storage tank or other container;
- (K) A discharge or flow from air conditioning condensation that is unmixed with water from a cooling tower, emissions scrubber, emissions filter, or any other source of pollutant;
- (L) A discharge or flow from a riparian habitat or wetland;
- (M) A discharge or flow from water used in street washing or cosmetic cleaning that is not a contaminated soap, detergent, degreaser, solvent, emulsifier, dispersant, or any other harmful cleaning substance; or
- (N) Drainage from a private residential swimming pool containing no harmful quantities of chlorine or other chemicals. Drainage from swimming pool filter backwash is prohibited.

No exemption shall be allowed if:

- (A) The discharge or flow in question has been determined by the City to be a source of a pollutant or pollutants to the waters of the State or to the MS4;
- (B) Written notice of such determination has been provided to the discharger; and
- (C) The discharge has continued after the expiration of the time given in the notice to cease the discharge.

#### **Section 54.13 Connection of Sanitary Sewer Prohibited.**

A person commits an offense if the person connects a sanitary sewer line conveying or discharges a harmful quantity of pollutant to the MS4, or allows such a connection to continue.

#### **Section 54.124 Abrogation and Greater Restrictions.**

This chapter is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this ordinance imposes greater restrictions, the provisions of this ordinance shall prevail. All other ordinances inconsistent with this ordinance are hereby repealed to the extent of the inconsistency only.

#### **Section 73.09 Specialized Vehicles: Utility-Terrain Vehicles and Mini-Trucks.**

(A) Purpose and Intent. The purpose of this Section is to provide reasonable regulations for the use of specialized vehicles on public property within the city. This Section is not intended to allow what the Minnesota Statutes prohibit or to prohibit what the Minnesota Statutes expressly allow. It is intended to ensure the public safety and prevent a public nuisance.

(B) Definitions. For the purpose of this Section the following definitions shall apply unless the context clearly indicates or requires a different meaning.

**Driver.** The person driving and having physical control over the utility-terrain vehicle or mini-truck.

**Utility-Terrain Vehicle.** A motorized flotation-tired vehicle with at least three but no more than six low pressure tires that has an engine displacement of less than 960 cubic centimeters and total dry weight of less than 1800 pounds and side-by-side seating.

**Mini-Truck.** As defined in Minn. Stat. § 169.011, subd. 40 (a), as may be amended from time-to-time, a motor vehicle that has four wheels; is propelled by an electric motor with a rated power of 7,500 watts or less or an internal combustion engine with a piston displacement capacity of 660 cubic centimeters or less; has a total dry weight of 900 to 2,200 pounds; contains an enclosed cabin and a seat for the vehicle operator; commonly resembles a pickup truck or van, including a cargo area or bed located at the rear of the vehicle; and was not originally manufactured to meet federal motor vehicle safety standards required of motor vehicles in the Code of Federal Regulations, title 49, sections 571.101 to 571.404, and successor requirements.

(C) Operation. Utility-terrain vehicles may only be used for business or commercial purposes.

(D) Conditions of Operation.

- (1) A driver shall be at least 18 years of age.
- (2) Utility terrain vehicles shall display the slow-moving vehicle emblem provided for in Minn. Stat. § 169.045, as it may be amended from time-to-time, when operated on designated roadways.
- (3) Utility-terrain vehicles and mini-trucks shall be equipped with a rearview mirror to provide the driver with adequate vision from behind as required by Minn. Stat. § 169.70, as it may be amended from time-to-time.
- (4) Every person operating a utility-terrain vehicle or a mini-truck on designated roadways has all the rights and duties applicable to the driver or any other vehicle under provisions of Minn Stat. Chapter 169, as it may be amended from time-to-time, except when these provisions cannot reasonably be applied to utility-terrain vehicles or mini-trucks and except as otherwise specifically provided in Minn. Stat. § 169.045 (7), as it may be amended from time-to-time.
- (5) The number of occupants on the utility-terrain vehicle or mini-truck shall not exceed the design occupant load.
- (6) No operation of a utility-terrain vehicle and mini-truck shall be allowed on private property without the consent of the owner, or on any city sidewalk, trail or park.
- (7) A mini-truck may be operated on roadways within the city if it is equipped with all the following:
  - (a) At least two headlamps;
  - (b) At least two tail lamps;
  - (c) Front and rear turn-signal lamps

- (d) An exterior mirror mounted on the driver's side of the vehicle and either (a) an exterior mirror mounted on the passenger's side of the vehicle or (b) an interior rear-view mirror;
- (e) A windshield;
- (f) A seat belt for the driver and front passenger; and
- (g) A parking brake.

(E) Violation; Penalty. Any person who operates a utility-terrain vehicle or a mini-truck within the city in violation of this ordinance shall be guilty of a misdemeanor.

**Section 111.208 Lawful Gambling.**

(E) (1) A licensed organization shall make specific expenditures of 10% from its net profits derived from lawful gambling. The 10% expenditure shall be levied on gross receipts generated within the city less prizes actually paid out by the organization and amounts expended for allowable expenses to include the 3% local gambling tax attributable to such gross receipts.

**Section 156.035 Generally.**

(MM) Garage and Yard Sales. Permitted in all residential districts and the Central Business District subject to the following:

- (1) Events shall not exceed three days in length with no more than four events allowed in any 12-month period.
- (2) No items related to the event shall be stored out- of- doors overnight.
- (3) No items or materials shall be located in any boulevard or public right-of-way area.

**Section 156.054 Performance Standards.**

~~(C) (14) (e) With the exception of driveway approaches, all boulevards and street right-of-ways shall be planted and maintained using grass. Mulch is permitted in the boulevard area around trees in a radius not exceed 24 inches. Flowering plants not to exceed 36 inches in height are permitted when used for screening or aesthetics.~~

(C) (14) (e) With the exception of driveway approaches, at a minimum, the first 5 feet of any residential boulevard or street right-of-way located closest to the street shall be planted and maintained using traditional turf grass. Thereafter, mulch or landscaping rock may be used for landscaping purposes. Flowering plants not to exceed 36 inches in height are permitted in the boulevard or street right-of-way when used for screening or aesthetics.

# City of North Mankato

## Redistricting Plan 3

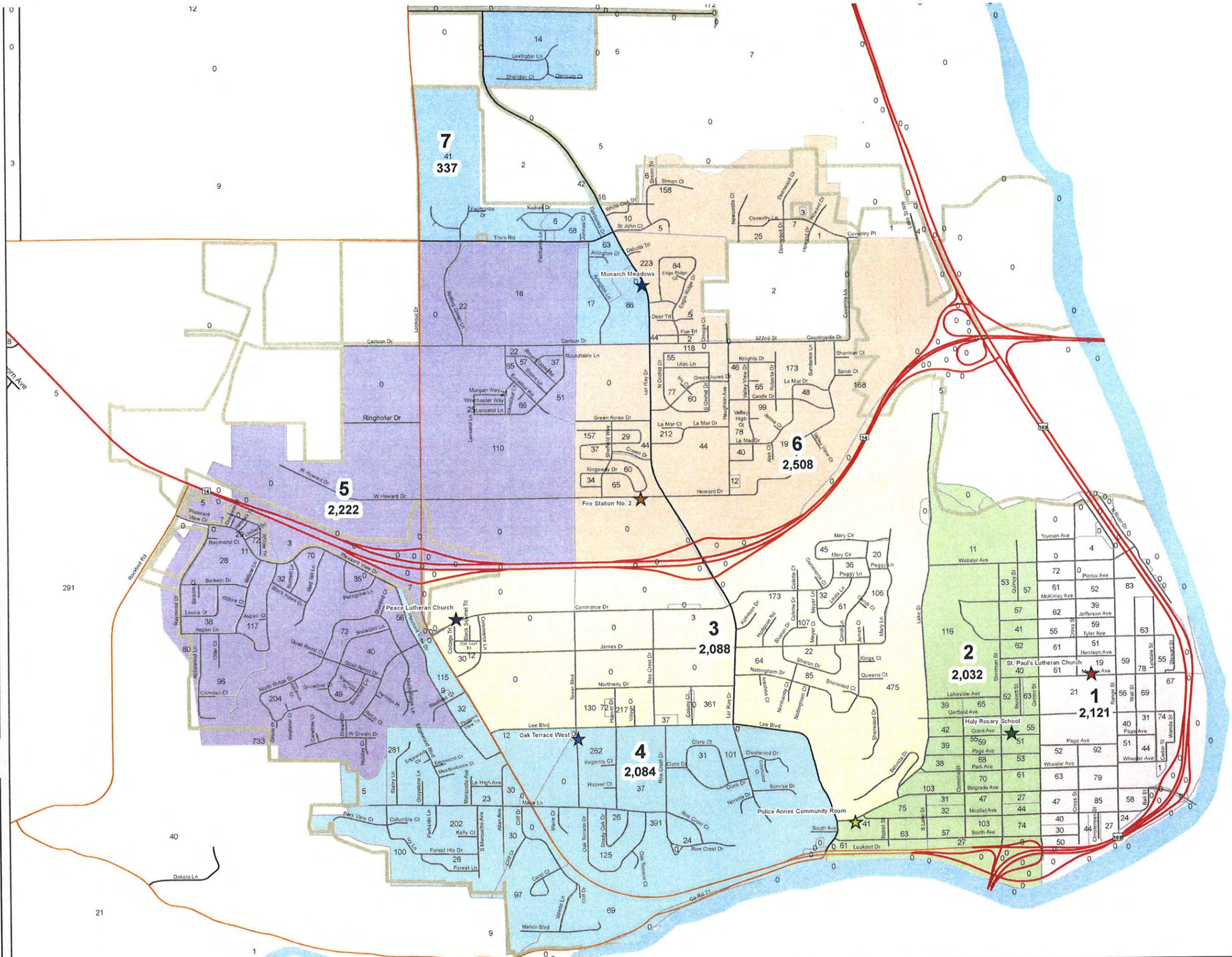
**Map Legend**

- ★ Polling Sites
- US Highways
- State Highways
- County State Aid Highways
- County Roads
- Township Roads
- City Streets
- City Limits
- Section Lines

**Nicollet County**  
March 6, 2012

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

**Existing County Commissioner Districts**



**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 8, 2013

The Nicollet County Board of Commissioners met in regular session at the Nicollet County Government Center in St. Peter on Tuesday, January 8, 2013 at 9:00 a.m. Commissioners Jack Kolars, James Stenson, Dr. Bruce Beatty, David Haack and Marie Dranttel were present. Also present were County Administrator Ryan Krosch, Recording Secretary Margo Brown, Deputy County Auditor-Treasurer RaNaye Grunzke, and Deputy County Attorney Joe Smentek.

Judge Todd Westphal was present at 9:00 a.m. to administer the Oath of Office to the Commissioners, as well as the County Assessor.

The first order of business was election of officers for 2013. Upon a motion by Commissioner Stenson and seconded by Kolars, it was moved to nominate Commissioner David Haack for the position of Chair of the Nicollet County Board for 2013. The motion carried unanimously.

Upon a motion by Commissioner Kolars and seconded by Stenson, it was moved to nominate Commissioner Marie Dranttel for the position of Vice Chair of the Nicollet County Board for 2013. The motion carried unanimously.

Upon a motion by Commissioner Stenson and seconded by Beatty, it was moved to approve the minutes of the December 10, 2012 Budget Input Meeting, as well as the Board meeting of December 11, 2012 Board of Commissioners meeting. The motion carried unanimously.

Chair Haack introduced new County Administrator Ryan Krosch, who began with Nicollet County on January 2<sup>nd</sup>.

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

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

The Social Services Director requested that the Board consider approval of a resolution authorizing her to approve specific contracts throughout the year. Upon a motion by Commissioner Kolars and seconded by Beatty, it was moved to accept the recommendation of the Social Services Director and approve the resolution regarding execution of contracts for 2013. The motion carried unanimously.

**RESOLUTION REGARDING EXECUTION OF CONTRACTS**

WHEREAS, Minnesota Statutes Chapter 256E requires the County Board to submit bi-annual community social services plan to the Commissioner of the Minnesota Department of Human Services; and

WHEREAS, as a part of such community social services plan, the County, from time to time, enters into the purchase of service contracts for the provision of services to recipients of services; and

WHEREAS, other Minnesota counties are similarly obligated to provide services and to enter into contracts for the provision of services to individuals in their counties; and

WHEREAS, Minnesota law contemplates that service providers situated within a county jurisdiction establish a purchase of service contracts with their host county, and under the terms of said contracts other counties may utilize such services in accordance with the terms of such contract, the same being generically known as a Host County Contract; and

WHEREAS, Minnesota law further contemplates that Minnesota counties, by necessity, must arrange contracts with service providers to be able to utilize various services to benefit individuals on an as needed basis; and

WHEREAS, Minnesota Rules 9550.0040 provides that purchase of service contracts must be completed pursuant to Minnesota Statutes and Rules, including Minnesota Statutes Chapter 256E and Minnesota Rules 9550.0010 et seq and that the County Board must sign and approve all agreements unless the County Board has designated the local social service agency to sign on its behalf; and

WHEREAS, this Board believes a more expeditious handling of such Host County Contracts and Service Contracts may be obtained by delegating to the Director of Nicollet County Social Services the authority to sign Contracts on behalf of this board.

NOW, THEREFORE BE IT RESOLVED as follows:

1. That the Director of Nicollet County Social Services be and hereby is authorized to execute and approve Host County Contracts and Purchase of Service Contracts which allow for the purchase of community social services on an as needed basis for the period commencing January 1, 2013 and ending December 31, 2013.

2. That the authorization to the Director of Nicollet County Social Services herein is limited to the approval and execution of Host County Contracts and Purchase of Service Contracts for the purchase of community social services on an as needed basis and nothing herein shall authorize the Director of Nicollet County Social Services to execute grants or purchase of service contracts which call for a specific commitment of county funds without the prior approval of this Board.

Social Services Director Tesdahl also requested that the Board consider approval of the 2013 Master Contract and 2013 Notice of Funds Available for employment services provided to Minnesota Investment Program (MFIP) participants. Upon a motion by Commissioner Beatty and seconded by Kolars, it was moved to accept the recommendation of the Social Services Director and approve the Master Contract and 2013 Notice of Funds Available for MFIP participants. The motion carried unanimously.

Human Resources Director Jamie Haefner appeared before the Board to provide information relating several replacement hirings.

Sheriff David Lange has designated several temporary staff:

Jason Mediger has been moved to a Temporary Deputy Sheriff to replace Jon Hughes, who resigned earlier. Jason (formerly a Correctional Officer) began his duties on December 19, 2012 at a salary of \$18.51, which represents pay step 5 of pay grade 14 of the 2012 salary schedule.

Dan Kanuch has been moved to a Temporary Correctional Officer to replace Jason Mediger (who took the Temporary Deputy position). Mr. Kanuch began his duties on December 19, 2012 at a salary of \$15.43, which represents pay step 3 of pay grade 12 of the 2012 salary schedule.

Social Services Director Joan Tesdahl has increased the hours of Lacey Kietzer, Eligibility Worker, from 20 hours per week to 40 hours per week, per the approval of the Budget Committee and Critical Review. Ms. Kietzer will remain at the same salary she was at prior to the increase.

As the Board is aware, Ryan Krosch, was hired as Nicollet County Administrator replacing Robert Podhradsky who retired earlier in 2012. Mr. Krosch began on January 1, 2013 at a salary of \$112,702.29, which represents pay step 18 of pay grade 22.

As these are replacement hirings, no action will be required. The information will be made part of the Board minutes.

Human Resources Director Haefner also requested that the Board consider approval of the

appointment of Ryan Krosch, new County Administrator, as the Clerk to the County Board. Upon a motion by Commissioner Stenson and seconded by Beatty, it was moved to accept the recommendation of the Human Resources Director and appoint Ryan Krosch as the Clerk to the County Board, effective immediately. The motion carried unanimously.

Environmental Services Director Mandy Landkamer addressed the Board to provide information about re-appointments for members of the Historic Preservation Commission for 2013. She noted that Mike McCarty and Ben Leonard will remain on the Committee, and Judy Hanson would like to be reappointed, with her term ending December of 2015. Upon a motion by Commissioner Dranttel and seconded by Kolars, it was moved to accept the recommendation of the Environmental Services Director and re-appoint Judy Hanson to serve a three-year term on the Historic Preservation Commission. The motion carried unanimously.

Environmental Services Director Landkamer requested approval of the State of Minnesota Department of Natural Resources Flood Hazard Mitigation Grant Agreement for the buyout of the Ken and June Weilage property as well as the Daryl and Lois Helget Property. Upon a motion by Commissioner Beatty and seconded by Kolars, it was moved to accept the recommendation of the Environmental Services Director and approve the Minnesota DNR Flood Hazard Mitigation Grant relating to the buyout of the Ken and June Weilage property and the Daryl and Lois Helget property. The motion carried unanimously.

Director Landkamer requested approval of the 2012 Nicollet County All Hazard Mitigation Plan, which her office and the Emergency Management Office have been working on. Upon a motion by Commissioner Stenson and seconded by Kolars, it was moved to accept the recommendation of the Environmental Services Director and the Emergency Management Director and adopt the resolution approving the 2012 Nicollet County All Hazard Mitigation Plan, as presented. The motion carried unanimously.

WHEREAS, Nicollet County has participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000, and

WHEREAS, the Act establishes a framework for the development of a County Hazard Mitigation Plan; and

WHEREAS, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and businesses; and

WHEREAS, the Nicollet County Plan includes a risk assessment including past hazards, hazards that threaten the County, an estimate of structures at risk, a general description of land uses and development trends; and

WHEREAS, the Nicollet County Plan includes a mitigation strategy including goals and objectives and an action identifying specific mitigation projects and costs; and

WHEREAS, the Nicollet County Plan includes a maintenance or implementation process including plan updates, integration of the plan into other planning documents and how Nicollet County will maintain public participation and coordination; and

WHEREAS, the Plan has been shared with the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency for review and comment; and

WHEREAS, the Nicollet County All Hazard Mitigation Plan will make the county and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants; and

WHEREAS, this is a multi-jurisdiction Plan and cities that participated in the planning process may choose to also adopt the County Plan.

NOW THEREFORE BE IT RESOLVED that Nicollet County supports the hazard mitigation planning effort and wishes to adopt the Nicollet County All Hazard Mitigation Plan.

Director Mandy Landkamer and Deputy Zoning Administrator Jon Hammel addressed the Board to

request approval of several conditional use permits. Upon a motion by Commissioner Stenson and seconded by Dranttel, it was moved to accept the Planning and Zoning Advisory Commission's December 17, 2012 report, recommendations, and findings as submitted therein, which includes the following conditional use permit:

Willis Walter                      Permit No. C-17-12                      Traverse Township  
The motion carried unanimously.

Ms. Landkamer provided some detailed information relating to the 'Nob Hill' subdivision re-plat and how this project has progressed since the 1970's. Upon a motion by Commissioner Stenson and seconded by Dranttel, it was moved to accept the Planning and Zoning Advisory Commission's December 17, 2012 report, recommendations, and findings as submitted therein, which includes the following conditional use permit:

Paul Tanis, Legal Representative  
For Property Owners                      Nob Hill Subdivision –  
Preliminary and Final Replat Application                      Oshawa Township  
The motion carried unanimously.

Director Landkamer requested approval to set a public hearing to review the 'Nob Hill' replat. Upon a motion by Commissioner Stenson and seconded by Beatty, it was moved to set a public hearing for discussion of the replat of the 'Nob Hill' subdivision on February 12, 2013 at 10:15 a.m. The motion carried unanimously.

Ms. Landkamer also provided updated information on replacement of members to serve on the Planning & Zoning Commission. Dave Wendinger has been selected to replace Jim Gleisner. A replacement for Paul Engel has not been selected at this time. These will be reviewed during committee appointments later in the meeting.

At this time, the meeting was closed to discuss Attorney/Client Privilege. Following discussion, Chair Haack re-opened the meeting.

Public Works Director Seth Greenwood appeared before the Board to request approval to advertise for bids for a new chip spreader. Upon a motion by Commissioner Beatty and seconded by Stenson, it was moved to accept the recommendation of the Public Works Director and authorize him to advertise for bids for a new chip spreader on February 6, 2013 at 11:30 a.m. The motion carried unanimously.

At this time, Public Works Director Greenwood provided information about the proposed final payments for right-of-way acquisitions for CSAH 41, Carlson Drive and Howard Drive associated with the CSAH 14/41 project. Upon a motion by Commissioner Beatty and seconded by Kolars, it was moved to accept the recommendation of the Public Works Director and approve the final payments for the right-of-way acquisition on property for the CSAH 14/41 project (CSAH 41, Carlson Drive, and Howard Drive). On a roll call vote, all Commissioners voted yes and the motion carried unanimously.

Public Works Director Greenwood also provided information to the Board relating to the reconstruction of CSAH 5 west of St. Peter. He reminded the Board of the previous discussion relating to the shoulders along the proposed repaving of CSAH 5. Commissioner Stenson again noted that he would like to see the shoulders paved on this project. Upon a motion by Commissioner Beatty and seconded by Dranttel, it was moved to authorize the Public Works Director to proceed with the preparation of the CSAH 5 project as planned with concrete paving, which will include 1-1/2 foot shoulders, but to proceed with gravel shoulders beyond that. On a roll call vote, Commissioners Beatty, Dranttel, Kolars and Haack voted yes and Commissioner Stenson abstained. The motion carried 4-1.

Veteran's Service Officer Charlie Dempewolf appeared before the Board to request approval to purchase a new Veteran's Van. Mr. Dempewolf explained that he has received enough donations and grant funding through the years to be able to purchase this vehicle at no additional cost to the County. He

feels that the Honda Odyssey would be the best vehicle for the replacement – noting the better accessibility for the veteran's. He is estimating a final cost (with the trade-in) of approximately \$23,700. It was suggested that Mr. Dempewolf check into the State Contract for this replacement van. Upon a motion by Commissioner Stenson and seconded by Dranttel, it was moved to accept the recommendation of the Veteran's Service Officer and authorize him to move forward with getting bids (including a bid from the State Contract Program) for the purchase of a new Veteran's Van at no cost to the County, due to various donations for this project. The motion carried unanimously.

Deputy Auditor-Treasurer RaNaye Grunzke addressed the Board to request approval of an application for abatement from Adam and Raquel Heiderscheidt of Fairfax. Upon a motion by Commissioner Beatty and seconded by Kolars, it was moved to approve the application for abatement for Adam and Raquel Heiderscheidt of 34958 State Highway 4, Fairfax, for property located at parcel number 11.105.0400, in the amount of \$22.00. The motion carried unanimously.

Deputy Auditor-Treasurer Grunzke provided information to the Board relating to several requests for abatement of penalty. It was noted that the State requires the County to charge late fees for taxes paid after the due date. Upon a motion by Commissioner Haack and seconded by Dranttel, it was moved to deny the requests for the refund of the penalty for the following properties:

- For Paul and Helen Baumgartner in St. Peter
- Susan K Swenson for Orvilla Swenson in Lafayette

The motion to deny carried unanimously.

Ms. Grunzke then asked that the Board consider approval of a resolution authorizing the Auditor-Treasurer's Office to establish specific funds and pay certain bills in a timely manner. Upon a motion by Commissioner Beatty and seconded by Kolars, it was moved to accept the recommendation of the Auditor-Treasurer's Office and adopt the Auditor-Treasurer's Resolution authorizing that department to establish funds & reserves and pay some bills in a timely manner in order to avoid penalties or late charges. The motion carried unanimously.

#### AUDITOR-TREASURER'S RESOLUTION

- A. Establish as reserves within the Nicollet County Revenue Fund, effective December 31, 2012.
- |  |           |
|--|-----------|
| 1. Court Costs                           | 500,000   |
| 2. Equipment                             | 200,000   |
| 3. Elections                             | 50,000    |
| 4. Emergency                             | 100,000   |
| 5. Severance Package                     | 1,168,885 |
| 6. Insurance Reserves including IBNR     | 2,200,000 |
| 7. Other Post Employment Benefits (OPEB) | 644,100   |
|  | 4,862,985 |
- B. That the County Auditor-Treasurer be authorized to pay wages for Home Health Aides, as certified by the Public Health Nurse, not to exceed \$35,000.
- C. That the County Auditor-Treasurer be authorized to pay from time to time from the County Revenue Fund to the following organizations as provided for in the 2013 levy.
- |  |           |
|--|-----------|
| 1. Not to exceed the amounts as stated.            |           |
| 2. No payment more than 50% prior to June 1, 2013. |           |
| A. Nicollet County Historical Society              | \$106,290 |
| B. Nicollet County Agricultural Society            | 44,100    |
| C. Minnesota Valley Action Council                 | 12,250    |
| A. Soil Conservation Service                       | 50,000    |
- D. To appropriate necessary funds to defray the expenses of County Officers (or his or her representatives) attending annual meetings of his or her associations as provided by law.
- E. Authorize the County Auditor-Treasurer to pay utility bills and other expenses in a timely manner, or to avoid penalties or late charges, with the understanding that said claims will be submitted to the County Board at its next meeting.

F. Designate Reserves in the following funds: Revenue, Road and Bridge, and Human Services for cash flow up to 40 percent of the 2013 budgeted levy effective December 31, 2012.

Revenue	\$3,688,070
Road & Bridge	728,047
Human Services	<u>1,220,322</u>
<b>TOTAL</b>	<b>\$5,636,439</b>

G. To authorize the following departmental checking account:

# 519-1473 - Sheriff

Purpose: Deposit and disbursement of all civil process, huber restitution, and execution fees, is also used for bail and fine moneys collected plus deposit and disbursement of bad checks.

Deputy Auditor-Treasurer Grunzke requested that the Board consider approval of the listing of Financial Institutions that Nicollet County does business with. Upon a motion by Commissioner Stenson and seconded by Beatty, it was moved to accept the recommendation of the Auditor-Treasurer's Office and approve the following list of banks and financial institutions that Nicollet County is currently doing business with or could potentially do business with in 2013:

First National Bank of Minnesota

Nicollet County Bank

Citizens Bank of Lafayette

Alliance Bank of Courtland

Pro Growth Bank

Pioneer Bank

Hometown Bank

Voyager Bank

Wells Fargo Advisors

Wells Fargo

U. S. Bank

Wells Federal

Frandsen Bank & Trust

The motion carried unanimously.

Nicollet County Deputy Auditor-Treasurer RaNaye Grunzke discussed designation of the official newspaper. It was noted that statute allows the County to advertise road projects on the County web site, if approved by the Board. Upon a motion by Commissioner Kolars and seconded by Dranttel, it was moved to designate the St. Peter Herald as the official legal paper as principal contractor and the Nicollet/Lafayette Ledger as subcontractor for the following:

1. Delinquent Real Estate Tax List

2. County Commissioner Proceedings

3. Notice of Sales of land forfeited to the State of Minnesota

4. Proceedings of the County Board of Equalization

5. First printing of the County financial statement of receipts & disbursements (also 2<sup>nd</sup> printing)

6. All other legal notices furnished by the County, as required by law,

with per column rates established for 2013 at \$18.73, for 2014 at \$19.09, and for 2015 at \$19.45. The motion carried 4-1, with Commissioner Stenson abstaining.

Also, upon a motion by Commissioner Kolars and seconded by Dranttel, it was moved to designate the Nicollet County web site as the official site for advertising of road projects. The motion carried unanimously.

Administrator Ryan Krosch addressed the Board to request an annual review and renewal of the out-of-state travel policy. Upon a motion by Commissioner Beatty and seconded by Stenson, it was moved to accept the recommendation of the County Administrator and renew the Nicollet County Out-of-

State Travel Policy as written in the Nicollet County Personnel Rules and Regulations, Section 3.4. The motion carried unanimously.

County Administrator Krosch requested approval of an out-of-state travel request from the Public Works Department for Signing Supervisor Tom Kennedy. Upon a motion by Commissioner Stenson and seconded by Beatty, it was moved to accept the recommendation of the Administrator for the Public Works Director and approve the out of state travel request for Mr. Tom Kennedy to attend the American Traffic Safety Service Association's 2013 Conference in Fargo North Dakota on March 19<sup>th</sup> and 20<sup>th</sup>, with no cost listed at this time. The motion carried 4-1, with Commissioner Dranttel voting no.

Administrator Krosch discussed a resolution relating to setting the minimum salaries for elected officers and requested that the Board consider approval of that resolution, which is required by Statute. Upon a motion by Commissioner Stenson and seconded by Kolars, it was moved to accept the recommendation of the County Administrator and adopt the resolution setting the minimum salaries for the Nicollet County elected officers for 2013. The motion carried unanimously.

**2013 NICOLLET COUNTY  
RESOLUTION**

WHEREAS, per Minnesota Statutes §386.015(2); 387.20(2); and 388.18(2), counties are required on an annual basis to set the minimum annual salaries of the elected officers, and

WHEREAS, the elected officers for the purpose of this resolution are defined as the Recorder, the Sheriff, and the Attorney, and

WHEREAS, Nicollet County wishes to comply with the requirement to set the minimum annual salaries of the elected officers.

NOW, THEREFORE BE IT RESOLVED that the Nicollet County Board of Commissioners does hereby take action to set the minimum annual salaries for the elected officers for 2013:

Recorder	\$ 7,000
Sheriff	\$ 7,000
Attorney	\$ 7,000

The County Administrator also requested that the Board consider changing the date of a Grievance hearing that was originally scheduled for January 22<sup>nd</sup>. Upon a motion by Commissioner Kolars and seconded by Beatty, it was moved to accept the recommendation of the Administrator and change the Level Two Grievance Hearing from January 22, 2013 to February 12, 2013 at 11:00 a.m. The motion carried unanimously.

The Chair made appointments to the following committees:

**NEW BOARD CHAIR  
NEW BOARD VICE CHAIR**

**David Haack  
Marie Dranttel**

Absentee Ballot Board

2013 Appointments  
Bridgette Kennedy  
Other members  
to be determined

Amberfield Monitoring Committee

Bruce Beatty  
Marie Dranttel  
Ryan Krosch  
Bridgette Kennedy

A M C Delegates

Jack Kolars  
David Haack  
James Stenson  
Bruce Beatty

Alternate  
Alternate  
Alternate

Marie Dranttel  
Kathy Conlon  
Bridgette Kennedy  
Ryan Krosch  
Seth Greenwood  
Joan Tesdahl  
Doreen Pehrson

AMC POLICY COMMITTEES

Environmental & Natural Resources  
General Government  
Health and Human Services  
Public Safety  
Transportation

Marie Dranttel  
Bruce Beatty  
David Haack  
James Stenson  
Jack Kolars

DISTRICT A M C  
COMMITTEE

Board Chair  
Alternate  
Alternate  
Alternate

David Haack  
Bridgette Kennedy  
Marie Dranttel  
Ryan Krosch

BOARD OF ADJUSTMENTS  
& APPEALS

Combined with  
P & Z Board

3-year term  
3-year term  
3-year term  
3-year term  
3-year term

Tim Waibel  
vacant  
Marv Gieseke  
Mike McCarty  
David Wendinger

BROWN/NICOLLET COMMUNITY  
HEALTH SERVICE

David Haack  
Jack Kolars  
James Stenson  
Marie Dranttel  
Bruce Beatty

BUDGET COMMITTEE

Jack Kolars  
Bruce Beatty  
Bridgette Kennedy  
Ryan Krosch

BUILDING COMMITTEE

Jack Kolars  
James Stenson  
Bridgette Kennedy  
Ryan Krosch  
Doug Krueger  
Jamie Haefner  
Dayle Moore

CAPITAL IMPROVEMENT PLAN

Commissioner  
Commissioner  
Auditor-Treasurer

Ryan Krosch  
Jack Kolars  
Bruce Beatty  
Bridgette Kennedy

COMPENSATION COMMITTEE

Commissioner  
Commissioner  
Administrator  
Auditor-Treasurer

James Stenson  
Bruce Beatty  
Ryan Krosch  
Bridgette Kennedy



Youth Rep.

Jean Annexstad  
Deb Pipes  
Steve Sjostrom  
Margie Nelsen  
Crystal Norell  
Bethany Anderson

E-GOVERNMENT COMMITTEE

James Stenson  
David Haack  
Ryan Krosch  
Bridgette Kennedy  
Dayle Moore  
Kathy Conlon  
Doreen Pehrson  
Mandy Landkamer  
Seth Greenwood  
Joel Polzin  
Chris Steffi  
Joy Maas  
Jamie Haefner

HEALTH INSURANCE PORTABILITY AND  
ACCOUNTABILITY ACT (HIPAA)

Jamie Haefner  
Lisa Stadler  
Michelle Zehnder Fischer  
Dayle Moore  
Mary Hildebrandt

HIGHWAY 14 PARTNERSHIP COMMITTEE

Alternate Commissioner

Jack Kolars  
Bruce Beatty  
Ryan Krosch  
Seth Greenwood  
Dave Haack

HIGHWAY 14/41 COMMITTEE

Seth Greenwood  
Jack Kolars  
David Haack  
Ryan Krosch

HIGHWAY 15 COALITION

Alternate

Bruce Beatty  
Marie Dranttel

HIGHWAY 169 COALITION

Commissioner  
Alternate – Comm.

Marie Dranttel  
James Stenson  
Seth Greenwood

HISTORICAL PRESERVATION  
ORDINANCE COMMITTEE

Ben Leonard  
Judy D. Hanson  
Mike McCarty

IMMTRACK (IMMUNIZATION TRACKING)

Jack Kolars

INSURANCE STUDY COMMITTEE

Marie Dranttel  
Jack Kolars  
Ryan Krosch

Margo Brown  
Jamie Haefner  
Bridgette Kennedy  
Joan Tesdahl  
Joy Maas  
Jessica Boettcher  
Rich Molitor  
RaNaye Grunzke  
Heather Kendall  
David Nielsen  
Paula Krook  
Dawn Michels  
Dayle Moore  
Dean Enter  
Marcy Pengilly  
Keith Wills  
Carol DeRemee  
Jim Dunn  
Lori Mueller

James Stenson  
Marie Dranttel

David Haack

Ryan Krosch  
Mandy Landkamer

Judy D. Hanson

David Haack  
James Stenson  
Bruce Beatty  
Marie Dranttel  
Jack Kolars

Maria Lokensgard  
Tamara Stein  
Kelly McDonough  
Solveig Langr  
David Haack

Paula Beulke  
Patrick Anderson  
Bruce Weinstock  
Tom McNeely  
Gaylon Moody  
Chris Michael  
Mike Pribyl  
Earlyn Pengally  
Kelly McDonough  
Social Services Staff

INTERGOVERNMENTAL  
COOPERATION MEETING Commissioner  
(City of St. Peter/School District/ And/or Comm.  
Gustavus Adolphus College

INTERGOVERNMENTAL YOUTH  
ASSET COLLABORATIVE

JOINT AIRPORT ZONING BOARD  
FOR LE SUEUR MUNICIPAL AIRPORT

JOSEPH NICOLLET STATUE COMMITTEE

LEGISLATIVE COMMITTEE

LIBRARY BOARD

Commissioner

LOCAL MENTAL HEALTH ADVISORY COUNCIL



MINN. VALLEY ACTION COUNCIL		Jack Kolars David Haack
MINNESOTA TRANSPORTATION ALLIANCE		David Haack Jack Kolars James Stenson Marie Dranttel Bruce Beatty Seth Greenwood
MN RIVER BOARD	Alternate	Bruce Beatty James Stenson
NACO		Jack Kolars James Stenson David Haack Bruce Beatty Marie Dranttel
NICOLLET COUNTY LAW LIBRARY		Marie Dranttel Carol Melick Judge Todd Westphal Stephanie Menning Michelle Zehnder Fischer
NICOLLET COUNTY/ST. PETER LIAISON/PLANNING COMMITTEE	Alternate	Marie Dranttel David Haack Ryan Krosch James Stenson Seth Greenwood Mandy Landkamer Other staff as needed
NICOLLET COUNTY/NORTH MANKATO LIAISON COMMITTEE	Alternate	David Haack James Stenson Ryan Krosch Jack Kolars
NICOLLET COUNTY/TRI-CITIES LIAISON COMMITTEE	Alternate	James Stenson Bruce Beatty Ryan Krosch Seth Greenwood
NOXIOUS WEED APPEALS COMMITTEE	Commissioner	David Haack Duane Eckberg Marvin Krohn Ronald Giefer
	Alternate	
PARK BOARD		David Haack Bruce Beatty Phil Tostenson Bill Geary Bridgette Kennedy
	Youth Rep.	

	Advisory Member	Seth Greenwood
PERSONNEL/POLICY COMMITTEE		Bruce Beatty James Stenson Jack Kolars Ryan Krosch Jamie Haefner
	Alternate	
PLANNING & ZONING ADVISORY COMMITTEE	Commissioner 3-year term 3-year term 3-year term 3-year term 3-year term 3-year term Commissioner Alt.	Marie Dranttel Gary Miller Mike McCarty Tim Waibel David Wendinger Marv Gieseke To be determined James Stenson
PREPAREDNESS ADVISORY GROUP		Mary Hildebrandt Karen Swenson Denise Wright Mandy Landkamer Joan Tesdahl David Lange Jamie Haefner Seth Greenwood Marie Dranttel
	Commissioner	
PUBLIC RELATIONS COMMITTEE		Marie Dranttel Jack Kolars Jamie Haefner
PUBLIC WORKS COMMITTEE		Bruce Beatty Marie Dranttel Jack Kolars Seth Greenwood Marvin Krohn Bridgette Kennedy
	Alternate	
REGION NINE DEVELOPMENT COMMISSION		Marie Dranttel
RUSH RIVER CLEAN WATER PARTNERSHIP BOARD		Marie Dranttel Bruce Beatty
SAFETY AND HEALTH COMMITTEE	Safety Coordinator Co-Chair	Jamie Haefner Heather Kendall
	Co-Chair Secretary Members -	Doug Krueger Margo Brown Betsy Chadderdon Lynn Stuewe Dean Enter Barb Theis Natasha Goblirsch Rene Mosher

	Alternate P.W.	Joan Tesdahl Joe Smentek Seth Greenwood
ST. PETER FAMILY SERVICES COLLABORATIVE JOINT POWERS BOARD		Marie Dranttel
ST. PETER REGIONAL TREATMENT CENTER LIAISON COMMITTEE	Commissioner	James Stenson
SECURITY COMMITTEE		Jamie Haefner Dayle Moore Mary Hildebrandt Doug Krueger David Lange Denise Wright
SIOUX TRAILS MENTAL HEALTH CENTER	Bd. of Dir. Bd. of Dir. Corp. Member Corp. Member Corp. Member Lay Member Lay Member	Bruce Beatty James Stenson Marie Dranttel David Haack Jack Kolars Ken Rossow Amy Pehrson
SOIL & WATER CONSERVATION DISTRICT MEETINGS LIAISON		Bruce Beatty
SOUTH CENTRAL MINNESOTA MULTI COUNTY HRA BOARD		Charles Zieman David Anderson
SOUTH CENTRAL MINNESOTA REGIONAL RADIO BOARD	Alternate	Jack Kolars David Haack
SOUTH CENTRAL WORK FORCE COUNCIL	Alternate	David Haack Jack Kolars
SOUTHEAST MINNESOTA HOMELAND SECURITY/ EMERGENCY MANAGEMENT JOINT POWERS AGREEMENT	Alternate/Bd. Chair	Denise Wright David Haack
SOUTHERN MINNESOTA TOURISM ASSOCIATION	Alternate	William H. Schimmel David Haack
TRAVERSE DES SIOUX REGIONAL LIBRARY	Alternate	David Haack Marie Dranttel
TRI-COUNTY SOLID WASTE JOINT POWERS BOARD		Bruce Beatty James Stenson

Upon a motion by Commissioner Beatty and seconded by Dranttel, it was moved to approve the appointments to the 2013 committees as listed. The motion carried unanimously.

The County Administrator provided a report relating to the following projects/ issues:

- Discussion of a letter from the City of North Mankato noting a meeting on January 16<sup>th</sup> to discuss the future of the Bookmobile.

Chair Haack provided information on the following past and future activities/meetings, including:

- Various County Board and Budget meetings
- AMC Conference
- Traverse des Sioux Library Board meetings
- MRCI meeting
- St. Peter Liaison meeting
- Meeting with Legislators

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

Dr. Bruce Beatty:

- Noted an upcoming Compensation Meeting on January 23<sup>rd</sup> at 9:30
- Open house of the North Mankato Sioux Trails building on January 23<sup>rd</sup>
- 

Jack Kolars:

- Various County Board & Budget meetings
- AMC Conference

James Stenson

- Various County Board and Budget meetings
- AMC Conference
- City of St. Peter Economic Development Meeting
- Tri-County Solid Waste Joint Powers Board meeting
- Planning & Zoning Advisory Commission meeting
- Compensation Study Committee meeting
- Community Health Executive Board meeting
- Personnel Committee meeting - evaluations

Marie Dranttel

- No report

Upon a motion by Commissioner Kolars and seconded by Stenson, it was moved to approve the expenses and per diems for the meetings noted 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.

Lunch will be held today at Whiskey River following the meeting.

Upon a motion by Commissioner Kolars and seconded by Dranttel, it was moved to adjourn the meeting at 11:15 a.m. The motion carried unanimously.

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 15 -2013 SHELTER: SLP #2 FEE: 80.00

TYPE OF EVENT: Wedding Ceremony DATE VALID: 2-16-13 HOURS: Noon-6:30pm

ORGANIZATION: Gravley-Kaus Wedding SIZE: 300

APPLICANT NAME: Rachel Gravley

ADDRESS: 424 Southbrook Cir CITY: Mankato

ZIP: 56001 DAYTIME PHONE #: 507-779-9952

TENTS: - ELECTRICITY: - ALCOHOL: -

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

AUDIO DEVICES:

Amplified music or band requires Council approval

IPod for music down aisle - not amplified

OTHER:

PERMIT APPROVED: DATE: 1-4-13

PERMIT DENIED:

REFER TO COUNCIL: [check]

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] Date: 1-4-13
Applicant Date

For Office Use Only Receipt # 103075 [check] Book [ ] Park [ ] Police [ ]

RESOLUTION NO.

RESOLUTION APPROVING  
CONSENT ASSESSMENT AGREEMENT

WHEREAS, the City of North Mankato has, at the property owner's request, paid for certain improvements that will benefit such property, specifically for sewer line replacement for the following described real estate:

Lot 12, Block 1, Auditor's Plat # 3

339 Tyler Avenue      PIN #18.423.0120  
Cost: \$2,289.13

WHEREAS, the property owner desires that the cost of the improvement be made as a special assessment against the property; and

WHEREAS, the property owner has executed a consent assessment agreement;

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

That the attached consent assessment agreement is approved and that the City Clerk is directed to forward a certified copy of this resolution along with a copy of the consent assessment agreement to the Nicollet County Auditor.

Adopted by the City Council this 22<sup>nd</sup> day of January 2012.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

## CONSENT ASSESSMENT AGREEMENT

This Agreement is made between the City of North Mankato (City) and Todd Sheldon Ferguson (Owner).

The parties are guided in reaching this agreement by the following facts:

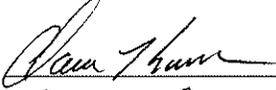
1. Owner's property is described as follows:  
339 Tyler Avenue  
PIN# 18.423.0120  
Auditor's Plat #3, Block 1, Lot 12
2. Owner desires to replace sewer line from street to the house foundation.
3. Owner desires to waive all of the procedures mandated by Chapter 429 of Minnesota Statutes and to consent to the imposition of an assessment directly upon the described property.
4. City is willing to repair in consideration for the owner's consent to the assessments.

The parties therefore make the following agreement:

1. As a result of the improvement, a special assessment shall be filed against owner's land in the amount of \$2,289.13. The assessment shall payable in equal installments extending over a period of ten years and shall bear interest at the rate of 7.00% per annum from the date of this agreement. The City may transmit notice of this assessment to the County Auditor to be recorded against the affected property.
2. Prior to transmitting notice of the assessment to the County Auditor, the City shall fully perform all necessary construction concerning the improvement.

Adopted this 22 day of January, 2013.

City of North Mankato

By:   
Its: FINANCE DIRECTOR



Property Owner



Skogen Mechanical LLC  
 P.O. Box 61  
 Mankato, MN 56002-0062

# Invoice

Date	Invoice #
10/26/2012	211

Bill To
Todd & Marcy Ferguson 339 Tyler Ave. North Mankato, MN 56003

P.O. No.	Terms	Project
	Net 15	Water & sewer repairs

Description	Quantity	Rate	Amount
Replaced sanitary sewer piping & water piping do to sewer failure.	21.5	65.00	1,397.50
Rough-in materials to replace above items/	1	891.63	891.63

Thank you for your business.	<b>Total</b>	\$2,289.13
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Phone #	Fax #	E-mail
507-388-6450	507-720-6409	jamie@skogenmechanical.com

RESOLUTION NO.

RESOLUTION APPROVING DONATIONS/CONTRIBUTIONS

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

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

<b>Donor of Gift</b>	<b>Restriction on Gift</b>	<b>Amount</b>
William G. Altnow	General Fund – Police Department	\$50.00
Cindy A. Kirschbaum	Library - Books	\$30.00
Jo Marie Robbins	Library - Books	\$100.00
L. Joy Lutzi	Library	\$250.00
Kenneth Gansen	Library – Book Club Bag	\$125.00
Friends of Library/Give MN.org	Library – Give to the Max Day	\$534.06

Adopted by the City Council this 22nd day of January 2013.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

Minutes  
of the  
NORTH MANKATO PLANNING COMMISSION MEETING  
North Mankato, Minnesota  
January 10, 2013

A regular meeting of the North Mankato Planning Commission was held at 7 p.m., January 10, 2013, in the Council Chambers of the Municipal Building.

Planning Commission Members present: Vice Chair Nick Meyer, Stephanie Stoffel, Rick Haman, Bryan Bode and Mark Weinstein. Staff members present: Council Liaison Bob Freyberg, City Attorney Michael Kennedy and City Planner Michael Fischer.

A motion was made by Commissioner Stoffel, seconded by Commissioner Weinstein, to approve the minutes of the December 13, 2012 regular meeting of the Planning Commission. Vote on the motion: all ayes, 0 nays; motion carried.

In response to the December 13, 2012 Planning Commission meeting minutes which documented the variances for the Marigold property, Council Liaison Freyberg expressed his concerns of how this project and the variance process was handled, including the Planning Commission involvement. This led to a discussion of the past and future role of the Planning Commission. Council Liaison Freyberg cited Minnesota Statutes that may allow for a change in how the Planning Commission approves requests. Attorney Kennedy indicated he will review applicable statutes and report back to the Planning Commission. The City Attorney and Planning Commission indicated that in the past they have acted as an advisory committee to the City Council. Council Liaison Freyberg stated he believes each Planning Commission member should have access to the North Mankato Code of Ordinances.

Planner Fischer acknowledged that Council Member Freyberg has been appointed by the City Council to replace Bill Schindle as Council Liaison to the Planning Commission. Staff also acknowledged Bryan Bode has been appointed by the City Council to serve on the Planning Commission.

**Z-1-13, Request to Rezone 815 Sherman Street from R-1 to R-2**

Planner Fischer presented 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. Staff summarized the rezoning policy adopted by the City Council in December of 2012. Staff indicated the rezoning request meets all of the criteria required in the rezoning policy. There being no further discussion, it was moved by Commissioner Weinstein, seconded by Commissioner Haman, to approve Z-1-13. Vote on the motion: all ayes; 0 nays; motion carried.

**Z-2-13, Request to Rezone 638 Belgrade Avenue from R-1 to R-2**

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. Staff indicated 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. Staff also acknowledged letters received from area property owners pertaining to the physical condition of the applicant's property. Melvyn Sargent stated he bought the duplex many years ago with the intent to rent it at some time in the future. He noted that he could not refinance the dwelling due to the zoning change in 2005 and questioned the notifications process used as part of the City-wide down zoning. The City Attorney stated that consideration should be given to the rezoning policy to add a provision that any property subject to rezoning be in compliance with all City Code regulations. Mr. Sargent believes he is being singled out regarding the identification of City Code violations on his property and stated his intentions to work with the State Attorney's Office in his defense. Staff summarized the ongoing history regarding the conditions at the applicant's property. In response, Mr. Sargent indicated he has never received a letter from the City regarding the condition of his property. Discussion was held regarding the applicant not paying his rezoning application fee per the rezoning policy. After continued discussion of the rezoning request as it conforms to the rezoning policy and the physical condition of the applicant's property, it was moved by Commissioner Weinstein, seconded by Commissioner Bode, to deny Z-2-13 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. Vote on the motion: all ayes, 0 nays; motion carried.

In other business, Vice Chair Meyer asked for nominations to serve as Planning Chair with the resignation of Dave Trask. It was moved by Commissioner Haman, seconded by Commissioner Weinstein, to appoint Stephanie Stoffel as the Planning Commission Chairperson for 2013. Vote on the motion: all ayes, 0 nays; motion carried.

There was continued discussion regarding the role of the Planning Commission and future participation in any Comprehensive or Strategic Planning process. Erik Hendley, 815 Sherman Street, asked if the City notified residents regarding City rules and regulations and Barb Church, 102 E. Wheeler Avenue, expressed her concerns for handling of the Marigold Project.

It was moved by Commissioner Weinstein, seconded by Commissioner Stoffel, to adjourn. Vote on the motion: all ayes, 0 nays; motion carried. The meeting was adjourned at 8:00 p.m.

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Chair

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Secretary

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 12B	Department: City Planner	Council Meeting Date: 01/22/2013
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**TITLE OF ISSUE: Z-1-13, Request to rezone 815 Sherman Street from R-1, One-Family Dwelling to R-2, One- and Two-Family Dwelling, a request from Erik Hendley; Ord. No. 49, Fourth Series**

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** The City has received a request to rezone a property addressed as 815 Sherman Street from R-1 to R-2. This property was affected by the City-wide downzoning in 2005 and the applicant has stated he is experiencing difficulty financing the property due to its non-conforming status. This rezoning request meets all of the criteria required in the rezoning policy.

*If additional space is required, attach a separate sheet*

**REQUESTED COUNCIL ACTION: Approve Z-1-13 and Adopt Ordinance**

**For Clerk's Use:**

Motion By: \_\_\_\_\_  
 Second By: \_\_\_\_\_

Vote Record:

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

**SUPPORTING DOCUMENTS ATTACHED**

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) _____		Z-1-13		
_____				
_____				
_____				

<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: _____

Z-1-13

815 SHERMAN STREET

A REQUEST FROM ERIK HENDLEY

THE CITY OF NORTH MANKATO

SUBJECT: Z-1-13  
APPLICANT: Erik Hendley  
LOCATION: 815 Sherman Street  
EXISTING ZONING: R-1, One-Family Dwelling  
DATE OF HEARING: January 10, 2013  
DATE OF REPORT: January 2, 2013  
REPORTED BY: Michael Fischer, City Planner

APPLICATION SUBMITTED

Request to rezone 815 Sherman Street R-1, One-Family dwelling to R-2, One- and Two-Family dwelling.

COMMENT

The City has received a request to rezone the property addressed as 815 Sherman Street from R-1 to R-2. The property is currently owned by the applicant but will be sold to a family member who lives in a separate unit within the home. As a result of the city-wide down zoning in 2005, the home which is a duplex is now considered a non-conforming use. As a non-conforming use, the buyer needs the zoning to match the current and proposed use to receive financing.

In December 2012, the Planning Commission and City Council approved a Rezoning Policy to address properties affect by the down zoning. In summary, if property owners can demonstrate the following, rezoning would be granted:

1. The dwelling was originally permitted and constructed as a multiple-family dwelling.
2. The dwelling was originally located in a zoning district which allowed such use.
3. The dwelling has been continually used and licensed as a multiple-family dwelling.

Due to the age of the home, there are no building permit records which show it was built as a duplex. However, based on inspections done by City staff, the building was clearly built and used as a duplex. Additionally, it has been continually used and licensed as a multiple-family dwelling.

RECOMMENDATION

Staff recommends approval of Z-1-13.

Michael Fischer  
Interim City Administrator  
1001 Belgrade Avenue  
North Mankato, MN 56003

Dear Mr. Fischer:

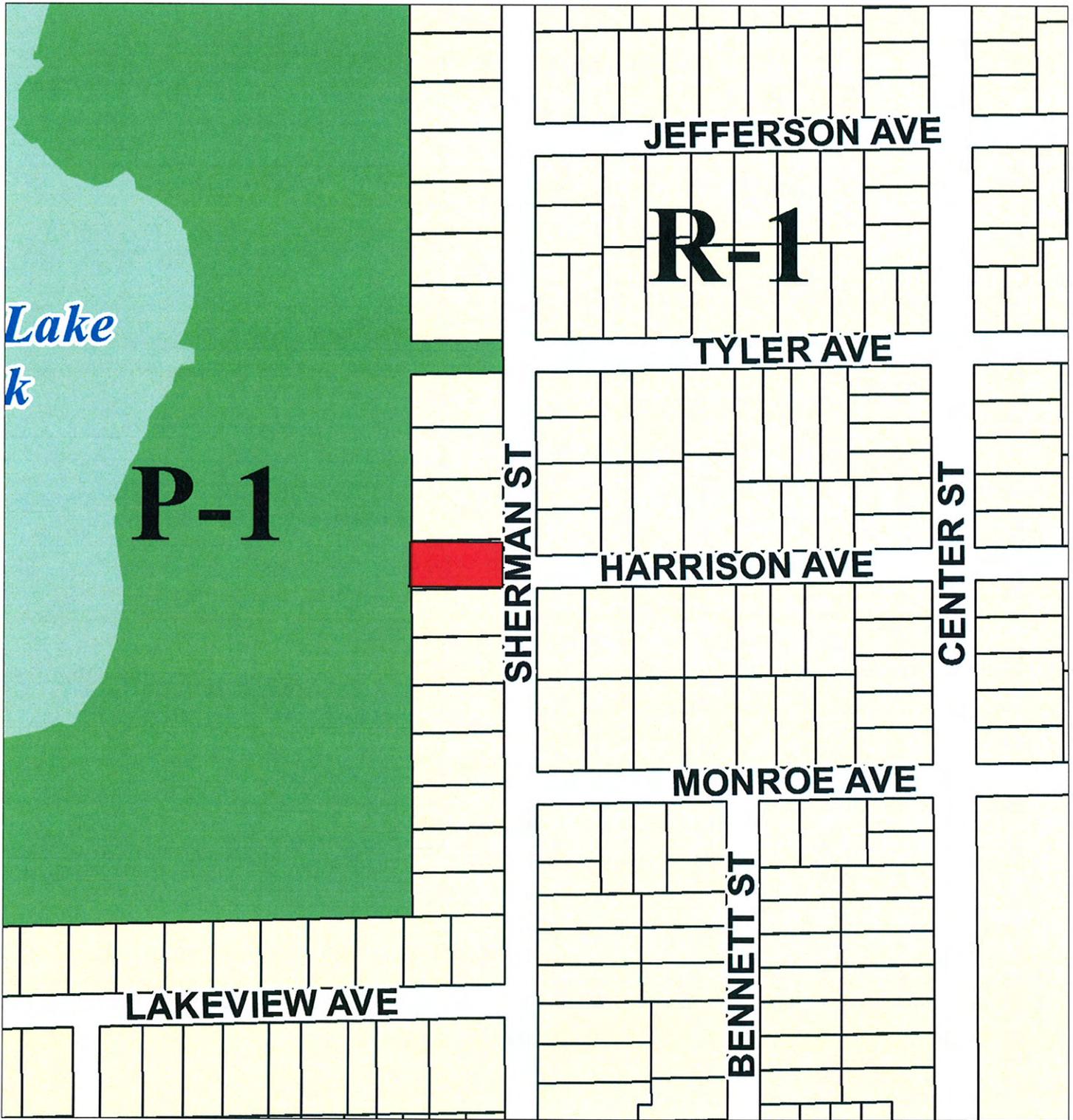
I recently was informed by Nancy at Frandsen Bank that I needed to contact the City of North Mankato to have the house that I am buying rezoned.

I have learned that is zoned as R-1 and I would like to have it rezoned to R-2. It was built and appraised as a duplex. The house in question is located at 815 Sherman (lower North Mankato).

Sincerely,

Erik Hendley

A handwritten signature in black ink, appearing to read "Erik Hendley". The signature is written in a cursive, flowing style with some loops and flourishes.



0 206 Feet



815 Sherman

**CITY OF NORTH MANKATO  
POLICY FOR REZONING OF RESIDENTIAL PROPERTIES  
AFFECTED BY 2005 CITY-WIDE DOWN ZONING**

In response to the conversion of one-family dwellings into two-family dwellings, in May of 2005 the City Council adopted ordinances which down zoned residential areas within the City from R-2, One- and Two-Family Dwelling to R-1, One-Family Dwelling. As a result, due to the presence of multi-family dwellings in R-1 zoning districts, non-conforming uses were created which can pose challenges for refinancing or resale of certain properties. For this reason, this policy is created to accommodate zoning changes for certain non-conforming uses.

For properties which are considered non-conforming due to the down zoning in 2005, rezoning approval for City-approved districts will be granted by the City of North Mankato if the owner can demonstrate the following:

1. The dwelling was originally permitted and constructed as a multiple-family dwelling.
2. The dwelling was originally located in a zoning district which allowed such use.
3. The dwelling has been continually used and licensed as a multiple-family dwelling.

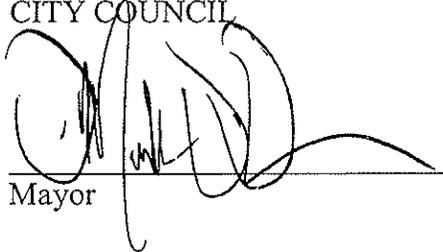
Approval will be granted by both the Planning Commission and City Council at regular scheduled meetings including proper public notification. The rezoning application fee will be waived; however, the fee for required neighborhood notifications will apply.

This policy was adopted by the Planning Commission on 12/13/12 and by the City Council on 12/17/12.

PLANNING COMMISSION

David Task  
Chair

CITY COUNCIL

  
Mayor



December 28, 2012

Dear Resident:

The City of North Mankato has received a request from Irma Hendley to rezone the property addressed as 815 Sherman Street from R-1, One-Family Dwelling to R-2, One- and Two-Family Dwelling.

This request will be considered by the North Mankato Planning Commission on January 10, 2013 and by the City Council on January 22, 2013. Both meetings begin at 7 p.m. in the Municipal Building Council Chambers located at 1001 Belgrade Avenue.

As a nearby property owner, you have the opportunity to comment on this request. You may either send written comments by January 10, 2013 or appear at either or both meetings.

Sincerely,

THE CITY OF NORTH MANKATO

Michael Fischer  
City Planner

MF:lp



Douglas M. & Julie A. Drill  
835 Sherman Street  
North Mankato, MN 56003

Pamela C. Turpin  
904 Sherman Street  
North Mankato, MN 56003

Paul J. & Kelly J. Simmons  
832 Sherman Street  
North Mankato, MN 56003

Arvid William Fenger  
553 Monroe Avenue  
North Mankato, MN 56003

Gary Olson  
548 Tyler Avenue  
North Mankato, MN 56003

Maxine L. Anderson  
526 Harrison Avenue  
North Mankato, MN 56003

Harold E. Fritz  
803 Sherman Street  
North Mankato, MN 56003

James T. Wilcox  
535 Tyler Avenue  
North Mankato, MN 56003

Constance Lynn Cousins  
544 Tyler Avenue  
North Mankato, MN 56003

Douglas D. Brugman &  
Valerie J. Cramer-Brugman  
525 Tyler Avenue  
North Mankato, MN 56003

Renee A. Ziebarth  
901 Sherman Street  
North Mankato, MN 56003

Mark L. & Barbara A. Boone  
801 Sherman Street  
North Mankato, MN 56003

John David &  
Rachel L. Kronlokken  
811 Sherman Street  
North Mankato, MN 56003

Alice E. & Michael L. Jensen  
10 Buckinham Road  
Mankato, MN 56001

Darrel W. & Elna I. Bohlke  
539 Tyler Avenue  
North Mankato, MN 56003

Terrelle L. & Alison M. Wilson  
526 Monroe Avenue  
North Mankato, MN 56003

Timothy J. Heelan  
806 Sherman Street  
North Mankato, MN 56003

Harry E. & Diana M. Stevenson  
828 Sherman Street  
North Mankato, MN 56003

Gerald Aloisio &  
Cheryl Clendenin  
540 Harrison Avenue  
North Mankato, MN 56003

Wells Fargo Bank NA  
3476 Stateview Blvd  
Fort Mill, SC 29715

Christian W. & Melinda J. Sturm  
831 Sherman Street  
North Mankato, MN 56003

Craig B. & Lisa M. Brown  
548 Harrison Avenue  
North Mankato, MN 56003

Robin K. Simmons &  
Wendy S. Earle  
839 Sherman Street  
North Mankato, MN 56003

John E. & Jeanette L. Barsness  
529 Harrison Avenue  
North Mankato, MN 56003

Diane L. Maland  
721 Sherman Street  
North Mankato, MN 56003

Jeffrey F. & Debra R. Armstrong  
809 Sherman Street  
North Mankato, MN 56003

Joyce G. Stier  
836 Sherman Street  
North Mankato, MN 56003

Daniel P. Rockvam  
540 Monroe Avenue  
North Mankato, MN 56003

Kelly J. & Vicki L. Trudeau  
525 Harrison Avenue  
North Mankato, MN 56003

Diane J. Cattrysse  
533 Harrison Avenue  
North Mankato, MN 56003

Application for  
REZONING

Pursuant to Chapter 156 of the North Mankato City Code, application is hereby made to amend the City of North Mankato Zoning Map as described herein.

LEGAL DESCRIPTION OF PROPERTY:

Lot # \_\_\_\_\_ Block # Part of Block 21  
Subdivision Wendel Hodapp's Addition Address 815 Sherman Street

APPLICANT:

Name Irma Hendley Address 815 Sherman Street Phone 345-5183

PROPERTY OWNER (If Other Than Applicant):

Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

CURRENT ZONING: R-1      CURRENT USE OF PROPERTY: 2-Family Dwelling

PROPOSED ZONING: R-2

REASON ZONING CHANGE NEEDED: Zoning to match current and future use of the property.

REQUEST PREVIOUSLY CONSIDERED? Yes \_\_\_\_\_ No x If Yes, date \_\_\_\_\_

Comments:

SUPPORTING DOCUMENTS:

	Required	Attached		Required	Attached
Plot Plan	_____	_____	Comment Letters	_____	_____
Floor Plan	_____	_____	Performance Test	_____	_____
Landscaping Plan	_____	_____	Petition	_____	_____
Parking/Loading Plan	_____	_____	Development Schedule	_____	_____
Survey	_____	_____	Proposed Regulations	_____	_____
Other _____	_____	_____			

FEES: Application Fee      \$ Waived

Notice Charge # 30 @ \$ 2.00 = \$ 60.00

Total Fee      \$ 60.00      Receipt # \_\_\_\_\_

I hereby certify that the information both described in and attached to this application is correct and true.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

ORDINANCE NO. 49, FOURTH SERIES

AN ORDINANCE OF THE CITY OF NORTH MANKATO, MINNESOTA,  
AMENDING NORTH MANKATO CITY CODE, CHAPTER 156, ENTITLED "ZONING CODE", BY  
CHANGING THE ZONING DISTRICT MAP AND, BY ADOPTING BY REFERENCE NORTH MANKATO  
CITY CODE, CHAPTER 10 AND SECTION 10.99 WHICH,  
AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS

THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, ORDAINS:

Section 1. North Mankato City Code, Section 156.021, entitled "Zoning District Map", is hereby amended by changing the zoning as follows:

- A. To rezone 815 Sherman Street from R-1, One-Family Dwelling to R-2, One- and Two-Family Dwelling.

Section 2. North Mankato City Code, Chapter 10, entitled "General Provisions" are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

Section 3. After adoption, signing and attestation, this Ordinance shall be published once in the official newspaper of the City and shall be in effect on or after the date following such publication.

Adopted by the Council this 22<sup>nd</sup> day of January 2013.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 12C	Department: City Planner	Council Meeting Date: 01/22/2013
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**TITLE OF ISSUE: Z-2-13, Request to rezone 638 Belgrade Avenue from R-1, One-Family Dwelling to R-2, One- and Two-Family Dwelling, a request from Melvyn Sargent; Ord. No. 50, Fourth Series**

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** The City has received a request to rezone a property addressed as 638 Belgrade Avenue from R-1 to R-2. This property was affected by the City-wide downzoning in 2005 and the applicant has stated he is experiencing difficulty refinancing the property due to its non-conforming status.

*If additional space is required, attach a separate sheet*

**REQUESTED COUNCIL ACTION: The Planning Commission recommended denial of Z-2-13.**

**For Clerk's Use:**

Motion By: \_\_\_\_\_  
 Second By: \_\_\_\_\_

Vote Record:

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

**SUPPORTING DOCUMENTS ATTACHED**

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify)		Z-2-13		
_____				
_____				
_____				

<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: _____

Z-2-13

638 BELGRADE AVENUE

A REQUEST FROM MELVYN SARGENT

THE CITY OF NORTH MANKATO

SUBJECT: Z-2-13  
APPLICANT: Melvyn Sargent  
LOCATION: 638 Belgrade Avenue  
EXISTING ZONING: R-1, One-Family Dwelling  
DATE OF HEARING: January 10, 2013  
DATE OF REPORT: January 2, 2013  
REPORTED BY: Michael Fischer, City Planner

APPLICATION SUBMITTED

Request to rezone 638 Belgrade Avenue from R-1, One-Family dwelling to R-2, One- and Two-Family dwelling.

COMMENT

The City has received a request to rezone the property addressed as 638 Belgrade Avenue from R-1 to R-2. This property was affected by the City-wide down zoning in 2005 and as a duplex, it is considered a non-conforming use.

Due to the age of the building, there are no building permit records that indicate the home was built as a duplex. However, staff believes the home was constructed as a duplex. The home was licensed as a duplex in 2008, 2009, 2010 and 2011. However, in 2012 the home was not licensed as a duplex for rental purposes and the owner has not applied for a 2013 rental license. Attached is the recently approved Rezoning Policy which states the criteria for considering residential rezonings.

Due to the presence of excessive amounts of vehicles and other materials stored out of doors at this property, the City receives ongoing neighborhood complaints regarding its physical appearance and violations of the City Code. Over time, the owner has resisted any attempts to comply with City Code regulations pertaining to the outdoor storage of materials and vehicles.

Additionally, any duplex shall provide a minimum of four (4) off-street parking spaces. As the garage on the property is not used for the parking of vehicles and there are other vehicles on the property which do not move, adequate off-street parking is an issue as well.

RECOMMENDATION

According to the Rezoning Policy, dwellings must have been continually used and licensed as a multiple-family dwelling. As this dwelling discontinued the necessary rental license in 2012, staff recommends denial of Z-2-13.

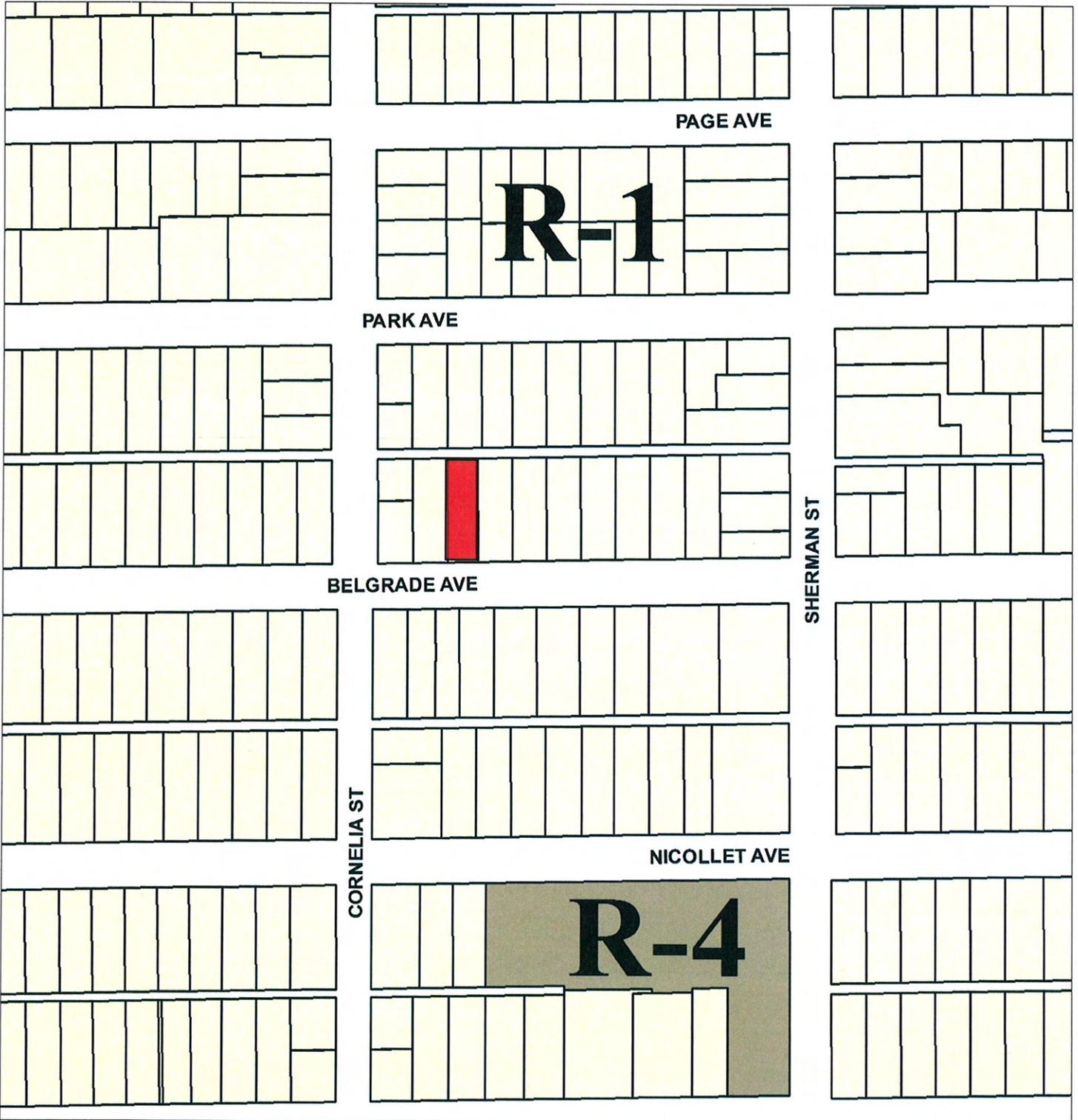
Melvyn Sargent  
638 Belgrade Ave.  
North Mankato, Mn.

Dec.5, 2012  
City of North Mankato  
in care of M.Fisher  
1001 Belgrade Ave.  
North Mankato, Mn.

I am writing to ask for a zoning change. I would like my home changed from R-1 to R-2. It is a duplex and has two separate living quarters. The value of this property changes as a single family dwelling. The zoning changed the value of my property.

Melvyn Sargent

A handwritten signature in cursive script that reads "Melvyn Sargent". The signature is written in black ink and is positioned below the printed name.



638 Belgrade

Figure X.X

**CITY OF NORTH MANKATO  
POLICY FOR REZONING OF RESIDENTIAL PROPERTIES  
AFFECTED BY 2005 CITY-WIDE DOWN ZONING**

In response to the conversion of one-family dwellings into two-family dwellings, in May of 2005 the City Council adopted ordinances which down zoned residential areas within the City from R-2, One- and Two-Family Dwelling to R-1, One-Family Dwelling. As a result, due to the presence of multi-family dwellings in R-1 zoning districts, non-conforming uses were created which can pose challenges for refinancing or resale of certain properties. For this reason, this policy is created to accommodate zoning changes for certain non-conforming uses.

For properties which are considered non-conforming due to the down zoning in 2005, rezoning approval for City-approved districts will be granted by the City of North Mankato if the owner can demonstrate the following:

1. The dwelling was originally permitted and constructed as a multiple-family dwelling.
2. The dwelling was originally located in a zoning district which allowed such use.
3. The dwelling has been continually used and licensed as a multiple-family dwelling.

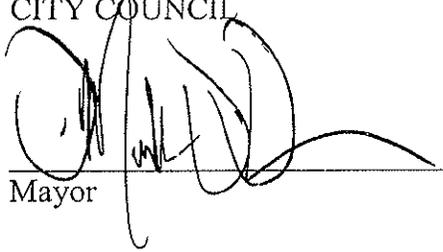
Approval will be granted by both the Planning Commission and City Council at regular scheduled meetings including proper public notification. The rezoning application fee will be waived; however, the fee for required neighborhood notifications will apply.

This policy was adopted by the Planning Commission on 12/13/12 and by the City Council on 12/17/12.

PLANNING COMMISSION

  
Chair

CITY COUNCIL

  
Mayor



December 28, 2012

Dear Resident:

The City of North Mankato has received 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.

This request will be considered by the North Mankato Planning Commission on January 10, 2013 and by the City Council on January 22, 2013. Both meetings begin at 7 p.m. in the Municipal Building Council Chambers located at 1001 Belgrade Avenue.

As a nearby property owner, you have the opportunity to comment on this request. You may either send written comments by January 10, 2013 or appear at either or both meetings.

Sincerely,

THE CITY OF NORTH MANKATO

Michael Fischer  
City Planner

MF:lp



Anna, Steven & Pauline  
Saastamoinen  
310 Cornelia Street  
North Mankato, MN 56003

Jason E. & Shannon M. Beal  
2100 Peregrine Lane  
North Mankato, MN 56003

Robert Danks  
635 Page Avenue  
North Mankato, MN 56003

Thomas M. & Kristine K.  
Bachmann  
301 Cornelia Street  
North Mankato, MN 56003

Bo & Lynn Nash  
626 Belgrade Avenue  
North Mankato, MN 56003

Herbert C. III & Susan R. Kroon  
503 Cornelia Street  
North Mankato, MN 56003

Richard R. & Beverly W. Allen  
425 Cornelia Street  
North Mankato, MN 56003

R & C Enterprises of Mankato  
413 Cardinal Court  
Mankato, MN 56001

Jon L. Grzeskowiak  
7558 Southridge Court  
Savage, MN 55378

Paul J. Mickelson  
614 Nicollet Avenue  
North Mankato, MN 56003

Nancy K. Vanhoudt  
414 Cornelia Street  
North Mankato, MN 56003

Steven D. & Pamela K. Hed  
622 Belgrade Avenue  
North Mankato, MN 56003

Melissa Purdue  
618 Belgrade Avenue  
North Mankato, MN 56003

Wayne J. & Deborah L. Huettl  
632 Nicollet Avenue  
North Mankato, MN 56003

Daniel J. Walden  
708 Nicollet Avenue  
North Mankato, MN 56003

Collette Broady Preiss  
506 Cornelia Street  
North Mankato, MN 56003

Jennifer A. Drumm  
314 Center Street  
Mankato, MN 56001

Timothy L. Berry &  
Katherine G. Rhodes  
644 Nicollet Avenue  
North Mankato, MN 56003

John R. & Diane J. Betz  
415 Sherman Street  
North Mankato, MN 56003

Leah D. Christensen  
640 Park Avenue  
North Mankato, MN 56003

John H. & Denise M. Decock  
705 Belgrade Avenue  
North Mankato, MN 56003

Joel N. & Erin L. Heitner  
637 Page Avenue  
North Mankato, MN 56003

Nathan D. Gustafson  
715 Park Avenue  
North Mankato, MN 56003

Johnathan S. & Judith K. Brooks  
709 Park Avenue  
North Mankato, MN 56003

Richard A. & Denise J. Nisle  
630 Park Avenue  
North Mankato, MN 56003

Jesse S. Miller & Eric D. Sjostrom  
640 Nicollet Avenue  
North Mankato, MN 56003

Randy S. & Hope M. Dallman  
618 Park Avenue  
North Mankato, MN 56003

Glen L. & Sharon Kleinsasser  
620 Nicollet Avenue  
North Mankato, MN 56003

Kenneth L. Jr. & Terri L. Wikre  
627 Belgrade Avenue  
North Mankato, MN 56003

Jaye M. & Cathy M. Davidoski  
623 Belgrade Avenue  
North Mankato, MN 56003

Jeffrey M. & Judy L. Klingel  
617 Belgrade Avenue  
North Mankato, MN 56003

Karl & Elizabeth Ainsley  
616 Park Avenue  
North Mankato, MN 56003

Lawrence A. & Mary E. Bobholz  
614 Park Avenue  
North Mankato, MN 56003

Jon A. Pluto  
615 Belgrade Avenue  
North Mankato, MN 56003

Marilyn J. Bos  
618 Nicollet Avenue  
North Mankato, MN 56003

James M. & Linda M. Olson  
616 Nicollet Avenue  
North Mankato, MN 56003

Nicholas L. Smith  
620 Park Avenue  
North Mankato, MN 56003

Christopher T. &  
Jennifer M. Epper  
614 Belgrade Avenue  
North Mankato, MN 56003

Dorothy M. Drummer  
405 Sherman Street  
North Mankato, MN 56003

Rachel Beadell  
639 Belgrade Avenue  
North Mankato, MN 56003

Michael T. & Linda K. Schwager  
707 Belgrade Avenue  
North Mankato, MN 56003

Kenneth C. Lundberg  
521 Lyndale Street  
North Mankato, MN 56003

John N. & Lorraine C. Klaseus  
641 Park Avenue  
North Mankato, MN 56003

Taryn Schmidt  
637 Park Avenue  
North Mankato, MN 56003

Jeremy M. & Danette J. Fischer  
419 Cornelia Street  
North Mankato, MN 56003

Paige Pearson  
622 Nicollet Avenue  
North Mankato, MN 56003

Ryan P. & Angela S. Heidelberger  
510 Cornelia Street  
North Mankato, MN 56003

Jeffery Ahl  
635 Belgrade Avenue  
North Mankato, MN 56003

Patrick G. Wandersee  
631 Belgrade Avenue  
North Mankato, MN 56003

Clara D. Thorne  
636 Park Avenue  
North Mankato, MN 56003

Jonathan A. & Patricia R. Nelson  
715 Belgrade Avenue  
North Mankato, MN 56003

Dane Lee Williams  
703 Park Avenue  
North Mankato, MN 56003

Jared M. Jaqua & Rachel L. Looft  
611 Park Avenue  
North Mankato, MN 56003

Melissa S. Bode  
610 Belgrade Avenue  
North Mankato, MN 56003

Lloyd D. Miller  
805 Belwood Drive  
Mankato, MN 56001

Russell L. & Pamela J. Hock  
619 Park Avenue  
North Mankato, MN 56003

Pamela A. Jacobson  
617 Park Avenue  
North Mankato, MN 56003

Leonard Neuenfedt  
615 Park Avenue  
North Mankato, MN 56003

Robert L. Beyer  
613 Park Avenue  
North Mankato, MN 56003

David B. & Renee M. Knudson  
633 Park Avenue  
North Mankato, MN 56003

Vernon R. & Audrey D. Radel  
631 Park Avenue  
North Mankato, MN 56003

Herminia Navejas  
631 Page Avenue  
North Mankato, MN 56003

James J. & Joan L. Barta  
P.O. Box 1879  
North Mankato, MN 56003

Berdan Properties, LLC  
40380 520<sup>th</sup> Street  
North Mankato, MN 56003

Adam R. & Lacey L. Schumann  
640 Belgrade Avenue  
North Mankato, MN 56003

Robert C. & Lesley H. Hanna  
702 Belgrade Avenue  
North Mankato, MN 56003

Michael Wiechmann  
632 Belgrade Avenue  
North Mankato, MN 56003

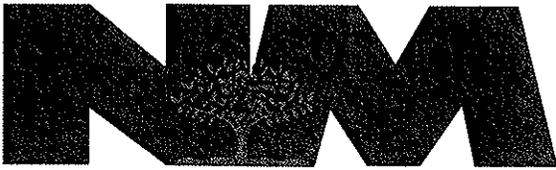
Benjamin J. Koenigs  
630 Belgrade Avenue  
North Mankato, MN 56003

William G. Altnow  
701 Belgrade Avenue  
North Mankato, MN 56003

Brandon K. Won  
712 Belgrade Avenue  
North Mankato, MN 56003

Adam L. Huiras  
P.O. Box 2111  
North Mankato, MN 56002-2111

Mark T. Ulman &  
Elizabeth Turk Ulman  
706 Belgrade Avenue  
North Mankato, MN 56003



CITY OF NORTH MANKATO

December 28, 2012

Dear Resident:

The City of North Mankato has received 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.

This request will be considered by the North Mankato Planning Commission on January 10, 2013 and by the City Council on January 22, 2013. Both meetings begin at 7 p.m. in the Municipal Building Council Chambers located at 1001 Belgrade Avenue.

As a nearby property owner, you have the opportunity to comment on this request. You may either send written comments by January 10, 2013 or appear at either or both meetings.

Sincerely,

THE CITY OF NORTH MANKATO

*Michael Fischer*

Michael Fischer  
City Planner

MF:lp

*We have no objection of any kind to this request by Melvyn Sargent.*

*66nn + Sharon Kleinwarren  
620 Nicollet Ave.*



2-Jan-13

Mike Fisher:  
City of North Mankato  
1001 Belgrade Ave  
North Mankato, Mn 56003

Concerns regarding the change in Zoning at 638 Belgrade

Will attention be given to the number of parking spaces available at the address with alley access since Belgrade only allows parking on the one side?

It has been an issue in the past with alley parking, tenants do not shovel the snow but just drive over and pack it down making it hard for those of us that do work at snow removal to keep the alley (when our garages are on the alley) clearer and easier to access. Is the owner liable for this? Or the renter?

Vern & Audrey Radel  
631 Park Ave  
North Mankato, Mn 56003  
507-388-8914

01/02/2013

Dear Mike:

In response to the letter we received on Dec.28, 2012 regarding the Mel Sargent property at 638 Belgrade Ave. we do have some concerns.

The concerns we have are: The conditions of the property. We have lived across the alley from the Sargents for over 20 years. We have seen the clutter in the various stages. In the last year or two it has gotten progressively worse. There are two pop machines sitting in the front yard. Two ice cream trucks parked in the drive ways. A lot of Misc items have appeared. They now also park a car in the back yard because the garage is packed full of stuff and the Ice cream trucks take up the driveways. If this became a two family dwelling, where would anyone park? If the yard was cleaned up and kept clean. The pop machines and ice cream trucks were gone; we would not have an issue with the re-zoning from R1 to R2.

Another big concern is the amount of traffic that stops by their house. A car will come park in the alley, one person goes in the house for a few minutes and then the car leaves. This is very suspicious. I don't see this kind of behavior at our other neighbors.

Sincerely,

Dave & Renee Knudson

January 7, 2013

In reply to:Rezoning 638 Belgrade Ave

Michael Fisher  
North Mankato City Planner

Dear Michael Fisher,

It is in my opinion that the west end of the 600 block of Belgrade Ave is saturated with enough R-2, One and Two family dwellings. I have not done any checking with the city to see if these addresses are operating as such, but with the amount of cars on the west end of the block and the lack of parking in the front of my house. I would like to see the Planning Commission uphold the reason for changing the area in question to a R-1 zone. My own observation has identified 632 Belgrade, 641 Belgrade, 645 Belgrade all as Duplex Houses.

Mr Sargent has been a long enough resident of his home to know that he lives in a Duplex house and that if he planned on renting it out, he would need a license to legally do so. I do not know the details into if his residence has ever had a R-2 license, but I have lived across from him for 9 years and he has had people occupying the West side of his duplex from my casual observation for most of those 9 years.

The tenants that Mr Sargent rents to or allows to live in the West side of his duplex have been anything but exemplary. I have witnessed Multiple police visits over the years, along with 2 Raids by the Minnesota River Valley Drug Task Force.

The residence at 638 Belgrade Ave seems to also hold several eyesores. There are Two 1970-80's vintage pop machines plugged in, calling the front yard home. I get to enjoy their beauty every time I look out my window or gather my mail. I think there might be a better place for these machines than in a front yard, in a high traffic residential area. The other is a large box type Ice Cream truck parked in the front driveway. It has not moved since mid summer and has cardboard lining the front windows facing Belgrade Ave. It doesn't make much sense to cardboard up the windows of a vehicle unless actives inside are of the shady nature.

My opinion is that if the residency is changed, I feel that more of the same type of activities and the character of any new renters, Mr Sargent hopes to rent to, would continue. The number of cars that park on the street regularly is also at a max, in my opinion. This is due to parking on the south side of Belgrade Ave only. It boggles ones mind that Mr Sargent did not seek and apply for a R-2 permit, years ago, when he was living in a duplex house. The Councils intention on rezoning the lower North Mankato area, was very public.

Thank you,



Jeffery Ahl  
635 Belgrade Ave  
North Mankato, MN  
9 ½ Year resident at this address

There's So much clutter in The Front and back yard Like soda machines, garbage and cars. Where would anyone else park. I get random cars parking in my back yard From 5 min to 1/2 hour. I'm picking up Drugs I assume. They burn Leaves and garbage They shoot Squirrels with a BB gun. I Don't think the Sargents should even be able to live there with the numerous complaints already. And the dogs they have run wild sometimes and poop in my yard.

Application for  
REZONING

Pursuant to Chapter 156 of the North Mankato City Code, application is hereby made to amend the City of North Mankato Zoning Map as described herein.

LEGAL DESCRIPTION OF PROPERTY:

Lot # West 44' of Lot 3 Block # A  
Subdivision G.H. Marsh's Addition Address 638 Belgrade Avenue

APPLICANT:

Name Melvyn Sargent Address 638 Belgrade Avenue Phone \_\_\_\_\_

PROPERTY OWNER (If Other Than Applicant):

Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

CURRENT ZONING: R-1 CURRENT USE OF PROPERTY: One-Family Dwelling

PROPOSED ZONING: R-2

REASON ZONING CHANGE NEEDED: To use property as a two-family dwelling.

REQUEST PREVIOUSLY CONSIDERED? Yes \_\_\_\_\_ No X If Yes, date \_\_\_\_\_

Comments:

SUPPORTING DOCUMENTS:

	Required	Attached		Required	Attached
Plot Plan	_____	_____	Comment Letters	_____	_____
Floor Plan	_____	_____	Performance Test	_____	_____
Landscaping Plan	_____	_____	Petition	_____	_____
Parking/Loading Plan	_____	_____	Development Schedule	_____	_____
Survey	_____	_____	Proposed Regulations	_____	_____
Other _____	_____	_____			

FEES: Application Fee \$ Waived

Notice Charge # 72 @ \$ 2.00 = \$ 144.00

Total Fee \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

I hereby certify that the information both described in and attached to this application is correct and true.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

ORDINANCE NO. 50, FOURTH SERIES

AN ORDINANCE OF THE CITY OF NORTH MANKATO, MINNESOTA,  
AMENDING NORTH MANKATO CITY CODE, CHAPTER 156, ENTITLED "ZONING CODE", BY  
CHANGING THE ZONING DISTRICT MAP AND, BY ADOPTING BY REFERENCE NORTH MANKATO  
CITY CODE, CHAPTER 10 AND SECTION 10.99 WHICH,  
AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS

THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, ORDAINS:

Section 1. North Mankato City Code, Section 156.021, entitled "Zoning District Map", is hereby amended by changing the zoning as follows:

- A. To rezone 638 Belgrade Avenue from R-1, One-Family Dwelling to R-2, One- and Two-Family Dwelling.

Section 2. North Mankato City Code, Chapter 10, entitled "General Provisions" are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

Section 3. After adoption, signing and attestation, this Ordinance shall be published once in the official newspaper of the City and shall be in effect on or after the date following such publication.

Adopted by the Council this 22<sup>nd</sup> day of January 2013.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 13A	Department: Administration	Council Meeting Date: 01/22/2013
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**TITLE OF ISSUE:** Accept All bids for 2013 Material and Equipment Rental Rates from bid opening of January 7, 2013

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** Bids were opened on January 7, 2013 for Material and Equipment Rental for the 2013 calendar year. We are recommending that the Council accept the bids as submitted and place them on file. We will utilize the attached bids in the acquisition of seasonal materials or the rental of equipment as necessary during the calendar year.

*If additional space is required, attach a separate sheet*

**REQUESTED COUNCIL ACTION:** Accept bids and place on file

**For Clerk's Use:**

Motion By: \_\_\_\_\_  
 Second By: \_\_\_\_\_

Vote Record:

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

**SUPPORTING DOCUMENTS ATTACHED**

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

Other (specify) 2013 Material and Equipment Bids

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Workshop  
 Regular Meeting  
 Special Meeting

Refer to: \_\_\_\_\_  
 Table until: \_\_\_\_\_  
 Other: \_\_\_\_\_

**2013 MATERIAL BIDS**

M.R. Paving & Excavating, Inc.  
1000 North Front  
P.O. Box 787  
New Ulm, MN 56073  
Phone: (507) 354-4171 Fax: (507) 359-4156

Crushed Gravel

FOB Guemmer Pit – Courtland, CL-1.....5.00/ton  
FOB Guemmer Pit – Courtland, CL-5.....4.70/ton

Screened Gravel

FOB Guemmer Pit – Courtland, CL-3.....4.35/ton

FA2 Class C Aggregate

FOB Wallner Pit – New Ulm .....10.00/ton  
FOB Delivered.....17.85/ton

Asphalt Patch Around Concrete .....220.00/ton

Asphalt Patches by Square Foot

2 inch.....2.40/sq ft  
3 inch.....4.00/sq ft  
4 inch.....5.05/sq ft

Hot Mix Asphalt, FOB Valley Asphalt Products .....61.00/ton

Sales tax not included in above prices.  
-----

Flint Hills Resources, LP  
600 Center Street  
West Fargo, ND 58078  
Phone: (701) 282-4610  
Fax: (701) 281-0841

Bituminous Aggregates Delivered

CRS-2.....549.43/ton  
CRS-2P.....639.43/ton  
CSS-1H.....549.43/ton  
AE-150S.....558.92/ton

Sales tax not included in above prices.  
-----

North American Salt Company  
9900 W. 109<sup>th</sup> Street, Suite 600  
Overland Park, KS 66210  
Fax: (913) 338-7945

Road Salt (Delivered)

Rock Salt w/Anti-Caking ..... 72.85/tn  
-----

W.W. Blacktopping, Inc.  
 700 Industrial Road  
 Mankato, MN 56001  
 Phone: (507) 387-1518  
 Fax: (507) 387-2228

Concrete Removal

Curb and Gutter .....	2.50/lf
Slab Concrete .....	1.50/sq ft

<u>Saw Cutting</u> .....	3.00/lf
--------------------------	---------

<u>Asphalt Patch</u> back around concrete .....	150.00/ton
---	------------

Asphalt Patching

2" .....	2.50/sq ft
3" .....	3.50/sq ft
4" .....	4.50/sq ft

(asphalt patching is per minimum 1.5" wear course on top)

<u>Screened Gravel (FOB)</u> .....	8.00/ton
------------------------------------	----------

Hot Mix Asphalt (FOB)

AC Fines .....	72.00/ton
SPWEA240 .....	55.00/ton
SPNWB330 .....	54.50/ton

(Hot Mix Asphalt prices are subject to change based on oil prices)

Labor Rates

Laborer .....	55.00/hr
---------------	----------

Southern Minnesota Construction Co., Inc.  
 1905 Third Avenue  
 P.O. Box 3069  
 Mankato, MN 56002-3069  
 Phone: (507) 625-4848 Fax: (507) 625-4907

Materials (FOB)

Crushed Rock (Class VII Concrete) .....	7.50/ton
Crushed Rock (Class 5 or Class 2 Modified Limestone).....	8.45/ton
Crushed Gravel (Class 5 Mankato Pit Only).....	7.05/ton
Pit-Run Sand (Gravel – Not Screened, Pit Run Fill) .....	4.80/ton
Engineered Sand (Washed Fill Sand) .....	4.80/ton
Screened Gravel (Class 5).....	7.05/ton
Riprap (Limestone Class II) .....	26.25/ton
Riprap (Limestone Class III, IV & V) .....	25.60/ton

Seal Coating Materials

CRS-2 Oil .....	5.00/Gal.
CRS-2P Oil.....	6.00/Gal.
CSS1-H Emulsion Oil.....	5.00/Gal.
19/64 Chip Seal Rock (FOB) .....	22.70/ton
FA2 Class A Aggregate (FOB) .....	20.75/ton

Southern Minnesota Construction Co., Inc. (cont'd)

Asphalt

Hot Mix Asphalt (FOB) ..... 66.00/ton

---

Holtmeier Construction, Inc.  
3301 Third Avenue  
Mankato, MN 56001  
Phone: (507) 389-9112  
Fax: (507) 389-9703

Materials (FOB)

Crushed Rock ¾" w/Fines Limestone..... 7.00/ton  
Class 5 Modified Limestone..... 7.50/ton  
¾" Dustfree Limestone..... 11.40/ton  
1.5" Dustfree Limestone..... 11.50/ton  
4"x6" Dustfree Limestone..... 12.00/ton  
Class 7 Recycle Bituminous/Concrete ..... 7.50/ton  
Class 5 Crushed Gravel..... 6.50/ton  
Pit Run Sand ..... 4.50/ton  
Engineered Sand (<12% #200) ..... 4.50/ton  
Screened Gravel ..... 6.50/ton  
Riprap Class II..... 24.00/ton  
Riprap Class II, IV, V..... 23.00/ton

---

## 2013 EQUIPMENT BIDS

W.W. Blacktopping, Inc.  
700 Industrial Road  
Mankato, MN 56001  
Phone: (507) 387-1518  
Fax: (507) 387-2228

### Backhoes

Gehl Mini Excavator .....	85.00/hr
Linkbelt 2800Q Excavator .....	145.00/hr

### Trucks

One-Ton Single Axle .....	65.00/hr
5-Yard Single Axle .....	65.00/hr
Tandem and 3 Axle .....	78.00/hr
Lowboy Tractor Trailer .....	130.00/hr
Belly-Dump Tractor Trailer .....	92.00/hr
End-Dump Tractor Trailer .....	92.00/hr
Water Truck .....	80.00/hr

### Loaders

Michigan L120 .....	125.00/hr
John Deere 644 .....	125.00/hr
Gehl Skid .....	80.00/hr

### Dozers

John Deere 650 LGP w/6 Way Blade .....	130.00/hr
John Deere 750C w/6 Way Blade .....	150.00/hr

### Asphalt Pavers

Blaw Knox PF4410 Track Paver .....	200.00/hr
Blaw Knox PF172B, 10-18" .....	200.00/hr

### Rollers

BOMAG 120AD Steel Roller .....	85.00/hr
Roscoe, Rubber Tire Roller .....	85.00/hr
Hamm 10-Ton Steel Roller .....	100.00/hr

### Compaction Equipment

Dynapac CA15 Sheepsfoot .....	85.00/hr
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Air Compressor - Joy .....

90.00/hr

Distributor - Bearcat .....

105.00/hr

THE ABOVE RATES ARE WITH OPERATOR

### Labor Rates

Laborer .....

55.00/hr

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Leon's Custom Backhoe, Inc.  
Leon G. Depuydt  
59988 – 206<sup>th</sup> Street  
Eagle Lake, MN 56024  
Phone: (507) 345-5366

Backhoe

Tractor Backhoe/Loader 4 WD Extenda-Hoe with either  
12 inch general purpose Backhoe bucket with or w/o Frost Hook  
24 inch general purpose Backhoe bucket with or w/o Frost Hook  
30 inch general purpose Backhoe bucket  
36 inch general purpose Backhoe bucket  
1.3 yard 4-in-1 Jaw Loader Bucket  
Forks ..... 125.00/hr w/operator

Single-Axle Dump Truck

4WD - 5 yards ..... 70.00/hr w/operator  
Snow capacity - 10 yards ..... 70.00/hr w/operator

Skidloader

General purpose bucket/tooth bucket/forks/leveling bar ..... 75.00/hr w/operator

Concrete Breaker

Tractor/Backhoe with Hammer ..... 175.00/hr w/operator

Also available

Roller Packer walk behind vibrating sheep foot ..... 20.00/hr without operator  
Trench Shield ..... 50.00/day

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Hoehn Drainage & Excavating LLC  
1213 N. 7th Street  
Mankato, MN 56001  
Phone: (507) 388-7741

Trucks (with operator)

10-12 Yard Tandem ..... 80.00/hr

Backhoes (with operator)

John Deere 410G, 4WD, extend a hoe, multiple buckets, front forks ..... 100.00/hr  
In rock, concrete or frost add ..... 10.00/hr

Miscellaneous (without operator)

Cable Locator, Dynatel 2250 ..... 14.00/hr ..... 50.00/day  
Chop Saw, Stihl TS760 w/cart, waterfeed (blades addl.) ..... 18.00/hr ..... 80.00/day  
Hammer drill ..... 14.00/hr ..... 75.00/day  
Laser Plane Model 220 Grade Control ..... 14.00/hr ..... 50.00/day

Excavator (with operator)

200 Kamatsu 5' ditching bucket, 42' GP bucket, hydraulic thumb, frost hook  
..... 140.00/hr (2 hr min.)  
in rock, concrete or frost add ..... 160.00/hr (2 hr min.)  
Hydraulic hammer ..... 220.00/hr (5 hr min)

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Holtmeier Construction, Inc.  
3301 Third Avenue  
Mankato, MN 56001  
Phone: (507) 389-9112  
Fax: (507) 389-9703

Backhoes

Trackhoe 2 CY .....	170.00/hr
Trackhoe 3.5 CY.....	190.00/hr
Trackhoe 4 CY .....	200.00/hr
Trackhoe 7 CY .....	270.00/hr

Trucks

Tandem Axel Dump 13.5 TN .....	90.00/hr
Quint Axel Dump 23.5 TN.....	105.00/hr
7 Axel Super Dump 26.0 TN.....	115.00/hr
Side Dump 23.5 TN .....	105.00/hr
Belly Dump 23.5 TN.....	105.00/hr

Loaders

Skid Loader.....	110.00/hr
Front End Loader 4 CY.....	145.00/hr
Front End Loader 7 CY.....	175.00/hr

Dozers

Dozer 90 HP.....	140.00/hr
Dozer 180 HP.....	170.00/hr

Scraper

25 CY Wheeled.....	245.00/hr
30 CY Rubber Tracked .....	250.00/hr

Miscellaneous

Hydraulic Frost Breaker (includes Excavator) .....	300.00/hr
Concrete/Rock Crushing 2000 TN Minimum.....	6.00/tn

Labor Rates

Foreman w/Pickup .....	85.00/hr
Laborer.....	65.00/hr

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Southern Minnesota Construction Co., Inc.  
1905 Third Avenue  
P.O. Box 3069  
Mankato, MN 56002-3069  
Phone: (507) 625-4848  
Fax: (507) 625-4907

Backhoes

Trackhoes .....	175.00/hr
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Southern Minnesota Construction Co., Inc. (cont'd)

Trucks

Single Axle .....	80.00/hr
Tandem Axle Truck.....	98.00/hr
Tri-Axle Truck.....	98.00/hr
Quad-Axle .....	98.00/hr

Loaders

Skid .....	125.00/hr
Wheeled (Cat 950).....	125.00/hr

Dozers

D8.....	200.00/hr
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Paving Equipment

Seal Coat Ship Spreader .....	150.00/hr
Paver - Asphalt.....	350.00/hr
Rubber Tire Roller.....	90.00/hr

Miscellaneous

Distributor .....	110.00/hr
Air compressor w/jackhammer .....	110.00/hr

Labor Rates

Laborer .....	60.00/hr
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# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 13B	Department: Administration	Council Meeting Date: 01/22/2013
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**TITLE OF ISSUE: Res. Adopting the Nicollet County All-Hazard Mitigation Plan**

**BACKGROUND AND SUPPLEMENTAL INFORMATION: See attached Narrative Description. Entire document is 140+ pages.**

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	
			Norland
			Freyberg
			Spears
			Steiner
			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) _____		Narrative Description		
_____				
_____				
_____				

<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: _____

## **Narrative Description**

Hazard Mitigation is any sustained action taken to reduce or eliminate the long-term risk to people and property from natural or human caused hazards. Hazard mitigation activities may be implemented prior to, during, or after an event. It is the mission of the Minnesota Homeland Security and Emergency Management (HSEM) mitigation team to reduce the risk to people and property from natural and human-caused hazards by developing and implementing long term mitigation measures that will reduce or eliminate the severe effects of future disasters.

The All Hazard Mitigation Plan (AHMP) is a requirement of the Federal Disaster Mitigation Act of 2000 (DMA 2000). The adoption of the plan is required to maintain eligibility for specific federal disaster assistance and hazard mitigation funding programs. The Federal Emergency Management Agency (FEMA) administers several types of mitigation grants that allow federal funding for eligible projects.

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.

In acknowledgment of the importance of mitigation planning at the local level, FEMA developed Hazus-MH, a unique geographical information system (GIS) based disaster risk assessment tool. According to FEMA, "Hazus is a nationally applicable standardized methodology that contains models for estimating potential losses from earthquakes, floods, and hurricanes. Hazus uses Geographic Information Systems (GIS) technology to estimate physical, economic, and social impacts of disasters." The Minnesota HSEM division has determined that Hazus-MH will play a role in the evaluation of floods, Minnesota's highest ranked hazard. The results will assist in the identification of vulnerable areas, mitigation projects and implementation strategies.

RESOLUTION NO.

RESOLUTION OF THE CITY OF NORTH MANKATO ADOPTING THE NICOLLET COUNTY ALL-HAZARD MITIGATION PLAN

WHEREAS, the City of North Mankato has participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000; and

WHEREAS, the Act establishes a framework for the development of a multi-jurisdictional County Hazard Mitigation Plan; and

WHEREAS, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and businesses; and

WHEREAS, the Nicollet County Plan includes a risk assessment including past hazards, hazards that threaten the County, an estimate of structures at risk, a general description of land uses and development trends; and

WHEREAS, the Nicollet County Plan includes a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

WHEREAS, the Nicollet County Plan includes a maintenance or implementation process including plan updates, integration of the plan into other planning documents and how Nicollet County will maintain public participation and coordination; and

WHEREAS, the Plan has been shared with the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency for review and comment; and

WHEREAS, the Nicollet County All-Hazard Mitigation Plan will make the county and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants; and

WHEREAS, this is a multi-jurisdictional Plan and cities that participated in the planning process may choose to also adopt the County Plan.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, supports the hazard mitigation planning effort and wishes to adopt the Nicollet County All-Hazard Mitigation Plan.

Adopted by the City Council this 22<sup>nd</sup> day of January 2013.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

# CITY OF NORTH MANKATO



## REQUEST FOR COUNCIL ACTION

Agenda Item # 13C	Department: Administration	Council Meeting Date: 01/22/2013
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**TITLE OF ISSUE: Res. Setting Gas Mileage Reimbursement Rate**

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** Attached is a resolution setting the gas mileage reimbursement rate at \$0.565 per mile. The Internal Revenue Service has increased the standard mileage reimbursement rate effective January 1, 2013 for business miles.

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	
	_____	_____	Norland
	_____	_____	Freyberg
	_____	_____	Spears
	_____	_____	Steiner
	_____	_____	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) _____				
_____				
_____				
_____				

<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 SETTING GAS MILEAGE  
REIMBURSEMENT RATE

WHEREAS, periodically it is necessary for City employees to use their personal vehicles for City business; and

WHEREAS, the federal government has set the standard mileage rate for reimbursement of business mileage at \$0.565 per mile effective January 1, 2013;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, the mileage reimbursement rate for use of personal vehicles is hereby set at \$0.565 per mile effective January 1, 2013.

Adopted this 22<sup>nd</sup> day of January 2013.

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Mayor

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City Clerk





Date: 01-04-2013

CITY OF NORTH MANKATO  
Training and Travel Request

Department: Police

Names: Nicole Adams / Chris Boyer / Dan Forster  
Carl Beck / Brian Gangelhoff / Brad Schultz

Number of Personnel Attending: 6

Event: Pursuit Driving Refresher

Dates: May 28, 29 or 30 2013

Location: South Central College

Required Training for Certification/License:  Yes  No

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

Description: Update officers in safe emergency vehicle operations.

## 2013 Emergency Vehicle Operations Courses



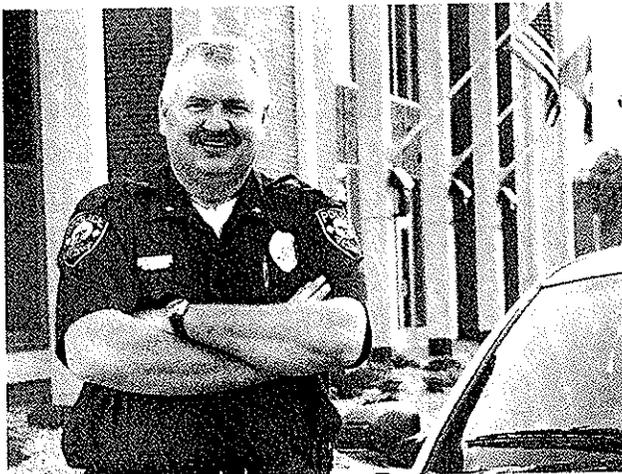
The Emergency Vehicle Operations/EVOC course covers the basic POST mandated curriculum required for all Peace Officers in Minnesota. The training is required once every five years and is an eight hour program. The classroom portion covers emergency vehicle operations, liability and policy issues, statistics, physiological and psychological effects, and intervention options. The behind the wheel portion covers backing, parking, controlled braking, evasive, serpentine, skid control, and pursuit driving techniques.

### Emergency Vehicle Operations/Pursuit Course Fee:

Cost is \$200.00 with student's squad car

Cost is \$350.00 with South Central College squad car

Class Title	Date	Time	Instructor
Emergency Vehicle Operations/Pursuit	5/21/13	8am-5pm	Driving Instructors
Emergency Vehicle Operations/Pursuit	5/22/13	8am-5pm	Driving Instructors
Emergency Vehicle Operations/Pursuit	5/23/13	8am-5pm	Driving Instructors
Emergency Vehicle Operations/Pursuit	9/14/13	8am-5pm	Driving Instructors



*"Safety programs are very important for not only the Officer but also for the citizens that we protect. To be a Licensed Peace Officer in the State of Minnesota you need to maintain and have continuing education every 3 years. The CBI program allows us to send Officers at a very reasonable rate. CBI offers most of the classes in the evening which allows for flexibility in scheduling."*

**RETIRED CHIEF DAN COLLINS**  
FARIBAULT POLICE DEPARTMENT



Date: 1/8/13

CITY OF NORTH MANKATO  
Training and Travel Request

Department: Water

Names: Lonnie Johnson

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Number of Personnel Attending: 1

Event: 29th Annual Water and Wastewater Technical Conference

Dates: March 5-7, 2013

Location: St. Cloud, MN

Required Training for Certification/License:  Yes  No

What Certification/License is this training required for? Water Operator License

Description: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

# MRWA 29th Annual Water & Wastewater



## TECHNICAL CONFERENCE

March 5-7, 2013 - River's Edge (Civic Center)  
St. Cloud, MN - Tentative Agenda



### Tuesday, March 5, 2013

- 8:15am Color Guard Ceremony
- 8:30am Opening Session: Quality on Tap! Our Commitment, Our Profession
- 8:45am MDH / MPCA Updates
- Rural Water Perspective: Proclamation and Water University
- 10:30am Exhibit Hall Opens - *Enjoy the latest innovations, technology, and new products in the industry!*
- 11:45am Luncheon



### Concurrent Mini-Sessions Begin

#### Water/Wastewater Track

- 1:00pm Low Energy Alternative for Biosolids Dewatering
- 1:30pm Hi-E-Dry Dehumidifier Maintenance
- 2:00pm MnWARN: Don't Miss This 'No-Brainer'
- 2:30pm Collection System Operation & Maintenance Tools
- 3:00pm Rubber Check Valves "Duckbill"
- 3:30pm Optimize the Treatment Process
- 4:00pm Refreshments, Door Prizes, Exhibitor Gift - Last Chance to Tour Exhibit Hall!
- 4:15pm Water Taste Test & Exhibitor Recognition
- 5:00pm Exhibit Hall Closes - Meet & Greet and Sports Raffle Begin in Glenn Carlson Hall

#### Groundwater/Wellhead Protection (WHP) Track

- Where Does Your Water Come From?  
A Hydrologist's Perspective
- Audits & Evaluations: Who, What, When, Where & Why
- How to Select a Consultant to Write Your WHP Plan
- Tanks: What Are the Risks to Drinking Water?
- Stormwater Management: How to Integrate It With SWP
- Available On-line Education Resources for SWP

### Wednesday, March 6, 2013

- 8:15am Leaders in the Industry: NRWA & MRWA  
We Work For YOU! Awards & Poster Contest Winners
- 8:45am Let it Go! *Just Let it Go!* - Kent Rader, Motivational Speaker

### Concurrent Sessions Begin

#### Water Operation & Maintenance Session

- 10:00am VFD Theory, Application, & Troubleshooting
- 11:00am Science of Mixing & Improving Water Quality in Distribution Tanks
- 12:00pm Luncheon & Door Prizes
- 1:00pm Utilizing GIS Information for Field & Utility Workers
- 2:00pm Guide to Disinfection By-Products & Possible Treatment Solutions
- 3:00pm Use of Data from Data Logging Meters for Problem Solving & Customer Service
- 4:00pm Water Audits: Savings & Conservation

#### Wastewater Operation & Maintenance Session

- 10:00am Lab Certification Procedures
- 11:00am Energy Saving Results in Your Wastewater Treatment System
- 12:00pm Luncheon & Door Prizes
- 1:00pm Aquatic Plant Management
- 2:00pm Low Cost Biological Treatment Process for Aerated or Non-Aerated Lagoons
- 3:00pm Pond Operation During Droughts or Floods: Bring Your Questions
- 4:00pm SCADA Security

#### Management Session

- 10:00am High Hazard Cross Connection & Sanitary Survey Results
- 11:00am Dreams Do Come True - Leadership Lessons
- 12:00pm Luncheon & Door Prizes

2012 winner Tony Deschene



**2013 Sports Raffle Prize:**  
2013 Polaris 500 Sportsman 4 Wheeler  
OR 2013 John Deere Lawn Mower -  
**YOUR CHOICE**



This  
OR  
That



Donated by  
Hawkins, Inc.  
and MRWA!



## Wednesday, March 6, 2013 (continued)

### Management Session *continued*

- 1:00pm Capital Sustainability Planning: How Much is Enough?
- 2:00pm Low Lead Brass Rule: How It Will Affect You!
- 3:00pm Managing Assets With GIS
- 4:00pm E-mail and Social Media: What You Don't Know Can Harm You

### Groundwater Session

- 10:00am Minnesota WHP Implementation Efforts: What's Working & Lessons Learned. Communities Efforts of: Cold Spring, Rochester, Sturgeon Lake, and Detroit Lakes
- 11:00am Minnesota WHP Implementation Efforts: What's Working & Lessons Learned. (*continued*)
- 12:00pm Luncheon & Door Prizes
- 1:00pm Grant Opportunities for Protecting Public Drinking Water
- 2:00pm Old or Lost Municipal Wells - How to Find Them & Resources to Seal Them
- 3:00pm Amendments - Preparing For Your Wellhead Protection Plan Amendment

### Exam Refresher Sessions - These sessions will run 10:00am - 5:00pm

- 10:00am A&B Water Operator Certification Exam Refresher
- 10:00am C&D Water Operator Certification Exam Refresher
- 10:00am C&D Wastewater Operator Certification Exam Refresher

### Theme Party

- 6:00pm Social Hour and Dinner
- 7:30pm Entertainment: Song Blast: Dueling Guitars

## Thursday, March 7, 2013

### Water Operation and Maintenance Session

- 8:30am SCADA Fundamentals / Network Security
- 9:15am Funding Crumbling Infrastructure
- 10:00am Break
- 10:15am New Diesel Generator Emissions Rule Proposed (*Combined Session with Wastewater Track*)
- 11:00am Commercial Vehicle Operation: Cell Phone and Electronic Device Usage (*Combined Session with Wastewater Track*)
- 11:45am Wrap-Up and Drawings
- 1:00pm MRWA Annual Meeting

### Wastewater Operation and Maintenance Session

- 8:30am Low Maintenance Turbidity Meters - The Next Generation
- 9:15am Utility Asset Management and GIS: From Planning to Implementation
- 10:00am Break
- 10:15am New Diesel Generator Emissions Rule Proposed (*Combined Session with Water Track*)
- 11:00am Commercial Vehicle Operation: Cell Phone and Electronic Device Usage (*Combined Session with Water Track*)
- 11:45am Wrap-Up and Drawings
- 1:00pm MRWA Annual Meeting

## Wednesday, March 6, 2013

### Class E & D Small Water Systems Session (NonTranslent NonCommunity and NonMunicipal)

#### Morning Session: 8:00am - 12:00pm

Topics covered include: Water Certification and Renewal, Sampling, Storage, Well Construction and Operation & Maintenance, Wellhead Protection, and Distribution Operation & Maintenance.

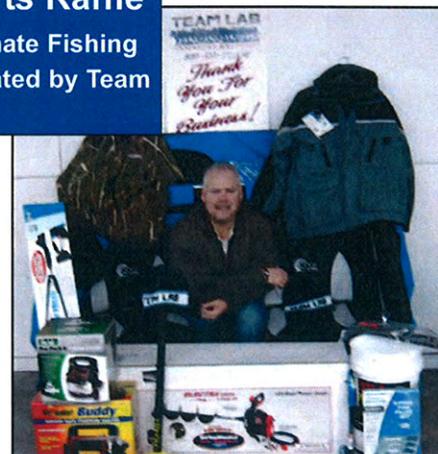
#### Afternoon Session: 1:00pm - 5:00pm

Topics covered include: Chlorination, Emergency Plans & Response, Backflow / Cross Connections, Well Disinfection, Asset Management, and Water System Maintenance.

4 water certification hours awarded for morning or afternoon session attendance. 8 water certification hours awarded for full-day attendance.

### 2013 Sports Raffle

Prize: Ultimate Fishing package donated by Team Lab!



Entertainment: SONG BLAST - Dueling Guitars - Wednesday, March 6, 2013 at 7:30pm

## Thursday, March 7, 2013

Water and Wastewater Exams will be given at 8:30am.



Date: 01-08-2013

CITY OF NORTH MANKATO  
Training and Travel Request

Department: Police

Names: Chris Boyer

Number of Personnel Attending: 1

Event: Incident Command for Expanding Incidents (Level 300)

Dates: 04-16-13 to 04-18-2013

Location: St. Cloud

Required Training for Certification/License:  Yes  No

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

Description: (see Attached)

Log-off



## Minnesota Division of Homeland Security and Emergency Management



View/Register for Courses   Course Evaluation   Participant History   Participant Profile

### Course Information

<b>Course Name:</b>	ICS-300 Intermediate ICS for Expanding Incidents		
<b>Course Code:</b>	ICS300		
<b>Maximum Participants:</b>	34		
<b>Seats Available:</b>	10		
<b>Wait List Seats Available:</b>	5		
<b>Instructor(s):</b>	TX Engineering Ext. Service Instructors		
<b>Registration Time:</b>	0800		
<b>Date: Time:</b>	<b>Day 1</b>	<b>Day 2</b>	<b>Day 3</b>
	4/16/2013 0830 - 1630	4/17/2013 0800 - 1630	4/18/2013 0800 - 1230
<b>Location:</b>	St. Cloud Mn/DOT Training Center		

<p><b>Description</b></p> <p>The course objectives are as follows:</p> <ul style="list-style-type: none"> <li>• Describe how the National Incident Management System (NIMS) Command and Management component supports the management of expanding incidents.</li> <li>• Describe the incident/event management process for supervisors and expanding incidents as prescribed by the Incident Command System (ICS).</li> <li>• Implement the incident management process on a simulated Type 3 incident.</li> <li>• Develop an Incident Action Plan for a simulated incident.</li> </ul>
---

<p><b>Purpose</b></p> <p><b>Prerequisites:</b></p> <p style="text-align: center;"><b>YOU WILL <u>NOT</u> RECEIVE A COMPLETION CERTIFICATE UNLESS YOU HAVE COMPLETED THE BELOW STATED PREREQUISITES!</b></p> <p><b>Required:</b> IS-100.b, <i>Introduction to the Incident Command System (ICS), ICS-100;</i></p>
--

IS-200.b, *Incident Command System (ICS) for Single Resources and Initial Action Incidents, ICS-200*; IS-700.a, *National Incident Management System (NIMS), An Introduction*; and IS-800.b, *National Response Framework (NRF), An Introduction*.

**Recommended:** Experience using concepts and principles from ICS-100 and ICS-200 in a response or exercise.

#### Agenda

##### Prerequisites:

**YOU WILL NOT RECEIVE A COMPLETION CERTIFICATE**

**UNLESS YOU HAVE COMPLETED THE BELOW STATED PREREQUISITES!**

**Required:** IS-100.b, *Introduction to the Incident Command System (ICS), ICS-100*; IS-200.b, *Incident Command System (ICS) for Single Resources and Initial Action Incidents, ICS-200*; IS-700.a, *National Incident Management System (NIMS), An Introduction*; and IS-800.b, *National Response Framework (NRF), An Introduction*.

#### Notes

**Course Length:** 18 hours

##### Who should attend:

- Federal Response Officials
- City, County and State Emergency Planners
- First Responders in Police, Fire, and EMS Command or Management Capacity
- Private Industry Disaster and Emergency Planners
- Hospital and Healthcare Emergency Planners
- Medical and Health Preparedness Personnel

[Back to the Main Course Page](#)



Date: 1/10/13

CITY OF NORTH MANKATO  
Training and Travel Request

Department: Street

Names: Brad Swanson

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Number of Personnel Attending: 1

Event: Pavement Rehabilitation: Products, Processes and Strategies

Dates: February 20, 2013

Location: Rochester, MN

Required Training for Certification/License:  Yes  No

What Certification/License is this training required for? \_\_\_\_\_

\_\_\_\_\_

Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



## Training & Education

Workshops & Events  
Calendar

Workshops & Events by  
Topic

Web-Based Training

## LTAP Programs

Circuit Training &  
Assistance Program  
(CTAP)

Operational Research  
Assistance Program  
(OPERA)

Roads Scholar

Truck-Weight Education

[Home](#) > [Training & Education](#) > [Workshops & Events by Topic](#) > [Roadway/Bridge Maintenance](#) > Pavement Rehabilitation: Products, Processes, and Strategies

# Pavement Rehabilitation: Products, Processes, and Strategies

This workshop is designed to provide an overview of the available technology and tools that make implementing an effective pavement rehabilitation program feasible. A successful pavement rehabilitation program encompasses a full range of rehabilitation strategies as well as maintenance treatments, with the goal of enhancing pavement performance (ride, quality, safety, service life, etc.) and life (LCC, pavement durability). Additionally, the workshop will introduce some new pavement rehabilitation technologies.



## DATES, LOCATIONS, AND REGISTRATION

This workshop is scheduled for **8:30 a.m. to 3:30 p.m.** (registration begins at 8 a.m.) at the specified locations on the dates listed below.

- **Register online:**
  - **February 20, 2013**—Olmsted County Public Works Service Center, 1188 50th Street SE, Rochester, MN 55904
  - **February 27, 2013**—City of Blaine Public works Facility, 1801 101st Avenue NE, Blaine, MN 55449
  - **March 6, 2013**—Central Lakes College, Business and Industry Center, Room E203, 501 West College Drive, Brainerd, MN 56401
- **Register by mail or fax:** [Download registration form](#) (217 KB PDF)
- **Registration contact:** College of Continuing Education, [cceconf2@umn.edu](mailto:cceconf2@umn.edu), 612-624-4754
- **Cost** (includes lunch, coffee breaks, and program materials):
  - \$60 – Township and tribal representatives
  - \$70 – City, county, state, and federal representatives
  - \$150 – All others

## TOPICS COVERED

- Techniques for asphalt and concrete pavement evaluation, including pavement condition rating
- Discussion of how to select the best rehabilitation strategy; choose the right process at the right time on the right project
- Overview of the various rehabilitation processes and their construction practices: asphalt reclamation, cold-in-place recycling, overlays, inlays, and new technology or processes; concrete rehabilitation, overlays, and new technology or processes
- Overview of material properties—how they are used and how to get the best performance from them
- Introduction to pavement and network performance measures and specifications

## WHO SHOULD ATTEND

Engineers, managers, supervisors, and technicians responsible for pavement maintenance, design, and construction.

## COURSE INSTRUCTORS

**David Rettner**, P.E., American Engineering and Testing, has worked with DOTs and local government agencies in several states on pavement rehabilitation, maintenance, and reconstruction projects using concrete, bituminous, and aggregate surfacing materials. As a former Mn/DOT pavement, geotechnical, and research engineer, and with over seven years of private sector consulting engineering experience, Rettner provides expertise and experience in the evaluation of pavements, as well as the design and successful construction of numerous rehabilitation projects.

**Dan Wegman**, P.E., Road Science, LLC, has worked with DOTs and local governments in several states with pavement rehabilitation and preventive maintenance strategies. He is a published author in ASTM, ASCE, CTAA, and TRB. He is a past president of MAAPT and currently is co-chair of the TERRA Board. As a former Mn/DOT construction and bituminous engineer and with 15 years working as a private sector material supplier, Wegman provides technical insight with respect to materials, construction, and implementation.

## CREDIT

- 1.0 [Roads Scholar Program](#) required credit



Date: 1/10/13

CITY OF NORTH MANKATO  
Training and Travel Request

Department: Street

Names: Brad Swanson

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Number of Personnel Attending: 1

Event: Micro/Slurry Surfacing: A Workshop for Practitioners

Dates: March 20, 2013

Location: Mankato,

Required Training for Certification/License:  Yes  No

What Certification/License is this training required for? \_\_\_\_\_

Description: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_



## Training & Education

Workshops & Events  
Calendar

Workshops & Events by  
Topic

Web-Based Training

### LTAP Programs

Circuit Training &  
Assistance Program  
(CTAP)

Operational Research  
Assistance Program  
(OPERA)

Roads Scholar

Truck-Weight Education

[Home](#) > [Training & Education](#) > [Workshops & Events by Topic](#) > [Roadway/Bridge Maintenance](#) > [Micro/Slurry Surfacing: A Workshop for Practitioners](#)

# Micro/Slurry Surfacing: A Workshop for Practitioners

Micro/slurry has been used in Minnesota since the early 1990s, yet a vast number of agencies have no experience with these products. This workshop will discuss what micro/slurry surfacing is, the differences between the two products, and how and where to use each one. Project selection, development of specifications, and construction details will also be discussed in detail.



## DATE & LOCATION

This workshop is scheduled for **9:30 a.m. to 1:30 p.m.** (registration begins at 9 a.m.) on **March 20, 2013**, at the Courtyard Marriott Event Center, 901 Raintree Road, Mankato, MN 56001.

## REGISTRATION

- [Register online](#)
- **Register by mail or fax:** [Download registration form](#) (284 KB PDF)
- **Registration contact:** College of Continuing Education, [cceconf2@umn.edu](mailto:cceconf2@umn.edu), 612-624-4754
- **Cost** (includes refreshments and program materials): \$50

## TOPICS COVERED

- Overview of micro/slurry surfacing
- Why specifications are important
- Project selection
- Calibration
- Construction details
- Other uses

## WHO SHOULD ATTEND

County or city engineers and their technical staff who have responsibility for designing and/or managing micro/slurry surfacing.

## COURSE INSTRUCTOR

**Thomas Wood** has been employed for more than 20 years by the Minnesota Department of Transportation, where he works on pavement preventative maintenance methods with the Office of Materials. He has also worked for Koch Materials Company as a technical representative specializing in surface treatments for hot-mix asphalt pavement.

## CREDIT

- 0.5 [Roads Scholar Program](#) required credit.
- To the best of our knowledge, this course/activity meets the continuing education requirements for 4.0 PDHs as outlined in Minnesota Statute 326.107. More information concerning [continuing education for professionals](#) is available online.

## INFORMATIONAL CONTACT

Continuing Professional Education, University of Minnesota, 612-624-4754, fax: 612-624-6225, e-mail: [cceconf2@umn.edu](mailto:cceconf2@umn.edu)

## SPONSORS

This workshop is presented by the [Minnesota Local Technical Assistance Program](#) (LTAP) at the [Center for Transportation Studies, University of Minnesota](#). Minnesota LTAP is sponsored by the [Minnesota Local Road Research Board](#) (LRRB) and the [Federal Highway Administration](#) (FHWA). This course is subsidized through funding from LRRB and FHWA. Facilitated by the [College of Continuing Education](#), University of Minnesota.



Date: 1/15/13

CITY OF NORTH MANKATO  
Training and Travel Request

Department: Administration

Names: Nancy Gehrke & Lynette Peterson

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Number of Personnel Attending: 2

Event: MCFOA Annual Conference

Dates: March 19-22, 2013

Location: St. Cloud, MN

Required Training for Certification/License:  Yes  No

What Certification/License is this training required for? CMC Certification Points

\_\_\_\_\_  
Description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Agenda

(Preliminary as of 1/3/2013)

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## TUESDAY, MARCH 19, 2013

- 8:30-9:00 AM Check-in for Athenian Dialogue
- 9:00-4:30 PM **Athenian Dialogue: Nellie Taft the Unconventional First Lady of the Ragtime Era**
- 12:30-1:00 PM Check-in for Half-Day Session
- 1:00-4:30 **Half-day Seminar: Intermediate Excel**
- 5:00-8:00 On-Site Conference Check-In
- 7:00-9:00 President's Reception — Poolside Networking and Hors d'oeuvres

## WEDNESDAY, MARCH 20, 2013

- 8:00 AM On-Site Conference Check-In and Continental Breakfast
- 9:00 Welcome and Presentation of Colors
- 9:15 **KEYNOTE ADDRESS: You! The Everyday Hero! The Truth about the Power of Kindness**
- 10:15 Break
- 10:45 **CONCURRENT SESSIONS I (CHOOSE ONE)**
1. Cobra, State and MN Public Employee Continuation
  2. Future Technologies You Need to Know Now!
  3. Supervision, Coaching & Mentoring
  4. Life Balance: The Perfect Blend
  5. Liquor Licensing
- 12:00 NOON Luncheon  
MCMC & CMC Recognition Awards
- 1:15 PM **GENERAL SESSION:  
Focus on Your Region**
- 2:30 Break
- 2:45 **CONCURRENT SESSIONS II (CHOOSE ONE)**
6. Understanding the Legislative Process
  7. Technology Resources Already Out There
  8. Personnel Files: To Keep or Not to Keep; Public or Private?
  9. Everything You Ever Wanted to Know About Sewer Availability Charges (SAC)
  10. Nuisance Homes - Managing Problem Properties
- 4:00-6:30 Free Time to visit the City of St. Cloud  
(Note: Dinner is NOT included in registration fee)
- 6:30-8:00 The Spirit of MCFOA (snacks, beverages, etc.)
- 7:00 Formal greetings, introductions & "getting to know you" activities
- 8:00-12:00 Dance with DJ

## THURSDAY, MARCH 21, 2013

- 8:00 AM Sit Down Breakfast  
MCFOA Business Meeting, Oath of Office
- 9:05 **GENERAL SESSION:  
Current Methods of Operation for Fraud, ID Theft, Equipment Considerations & Organized Theft Rings**
- 10:30 Refreshment Break in Exhibit Area  
Silent Auction Opens  
(Exhibits Open until 4:00 PM)
- 11:15 **CONCURRENT SESSIONS III (CHOOSE ONE)**
11. Accelerated Time Management - Doing Twice as Much in Half the Time
  12. Bond Disclosure - What Every City & City Clerk Needs to Know
  13. Facilitating Council/Staff Relations: Working with a Difficult Council (90 minutes)
  14. Using Mobile Devices to Go Paperless
  15. Follow-up Sessions with Stefan Salmonson
- 12:30 NOON Lunch in the Exhibit Area
- 1:45 PM **CONCURRENT SESSIONS IV (CHOOSE ONE)**
16. Maximizing Your Memory: How to Memorize Fast & Accurately
  17. Accepting & Using Credit Cards
  18. Strategic Planning: Developing & Prioritizing Your Equipment CIP
  19. Goal Setting for Your Council
  20. Data Practices
- 3:00 Refreshment Break in Exhibit Area
- 4:00 Exhibits Close  
Silent Auction Closes  
Winners Pay and Pick Up Merchandise
- 4:00 Free Time
- 6:00 Reception
- 7:00 Banquet & Entertainment
- 9:00 Dance with DJ

## FRIDAY, MARCH 22, 2013

- 8:00 AM Light Refreshments
- 8:30 **FINALE GENERAL SESSION:  
The Luck Factor!**
- 10:30-11:30 Brunch, Check-out and CEU Certificate Pick-up



Date: 1/15/13

CITY OF NORTH MANKATO  
Training and Travel Request

Department: Construction 2013

Names: Derek Tostenson

Number of Personnel Attending: 1

Event: Trimble Real Time Kinematic Certification

Dates: Feb. 12+13 2013

Location: Maple Grove, MN

Required Training for Certification/License:  Yes  No

What Certification/License is this training required for? Trimble R10+  
CU-TSC3 (GPS)

Description: Basic Fundamentals and Applications of  
the Trimble Real Time Kinematic surveying systems.

# FRONTIER PRECISION INC

TECHNOLOGY FOR  
INFORMATION AND MEASUREMENT

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Mapping and GIS

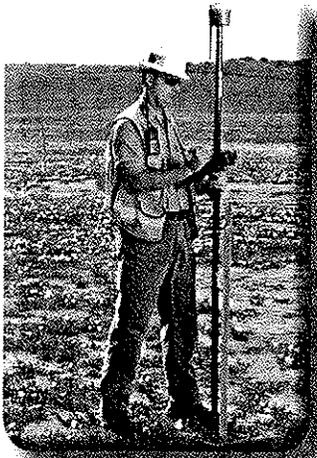
BLOG



Surveying and Engineering

BLOG

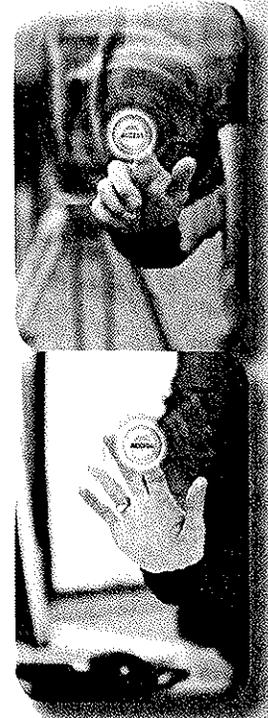
## TRIMBLE ACCESS FIELD SOFTWARE FOR RTK SURVEYING AND TRIMBLE BUSINESS CENTER FOR RTK SURVEY DATA



This course is designed to provide a more technical understanding of the concepts, theory, fundamentals and applications of the Trimble Real Time Kinematic surveying system using Trimble Access and processing GNSS field data in Trimble Business Center.

### CERTIFIED TRAINING COURSE OBJECTIVES

- Apply GNSS fundamentals & RTK criteria to a survey project.
- Identify the requirements for RTK surveying.
- Configure components and operate an RTK system.
- Apply coordinate system and GNSS site calibration theory and techniques to an RTK survey.
- Perform field data collection techniques.
- Process survey data in Trimble Business Center.
- Conduct a full RTK survey with confidence.



#### CLASS DETAILS

Class will be held in the  
Frontier Precision, Inc. /  
Maple Grove - Training Facility.

#### DATE

Feb. 12-13, 2013

#### TIME

8:00 a.m. – 5:00 p.m.  
(All times US CDT)

#### COST

\$575.00 Per Person  
(Lunch NOT Included)



✉ Email Jay at: [jayh@frontierprecision.com](mailto:jayh@frontierprecision.com) for more information.

Questions? Contact Jay, at: 800.944.8557 (Toll Free)

## CERTIFIED TRAINING CLASS

Class size is limited, so register soon!

[REGISTER HERE](#)





Date: 1/16/2013

CITY OF NORTH MANKATO  
Training and Travel Request

Department: Police

Names: Shawn Morgan, Chris Hendrickson, Dan Forster

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Number of Personnel Attending: 3

Event: Special Operations Training Association  
18th Annual Tactical Training Conference

Dates: 3/23/2013 - 3/26/2013

Location: St. Cloud River's Edge Convention Center

Required Training for Certification/License:  Yes  No

What Certification/License is this training required for? POST Licensure

Description: Annual conference attended by all members of the River

Valley Tactical Team. Training consists of: tactical EMS, sniper track training, balistics, flying armed, manual breaching, distraction device, response to bombs, and numerous debriefs of critical statewide call-outs. Keynote will be a debrief of the Discovery Comm. suicide bomber/ hostage rescue incident. Officer Morgan is the current President Elect and will attend the conference at no cost.



S.O.T.A.

## SPECIAL OPERATIONS TRAINING ASSOCIATION OF THE UPPER MIDWEST

P.O. Box 26531  
Minneapolis, MN 55426  
651-523-0370  
info@sotamidwest.org

### 18th Annual Tactical Training Conference

#### MARK YOUR CALENDARS!!!

March 24-26, 2013

St. Cloud River's Edge Convention Center / Kelly Inn

Online registration is now open: <http://www.regonline.com/SOTA2013>

Registration fees include 2 nights lodging, 6 meals, up to 20 POST credits depending on courses attended.

Per Person fees: Single – \$330, Double – \$265, Triple – \$240. No rooms required – \$200/person

Sunday will be a day filled with hands-on training, including the ever popular obstacle course!

Monday & Tuesday will include some great break-outs, and keynote speakers.

Team or Individual membership is required of all attending:

Team memberships

1. 1 Agency – \$150
2. 2-5 Agencies – \$175
3. 6+ Agencies – \$200



**SPECIAL OPERATIONS  
TRAINING ASSOCIATION**  
OF THE UPPER MIDWEST

P.O. Box 26531  
Minneapolis, MN 55426  
651-523-0370  
info@sotamidwest.org

## Sunday Hands-On Training

The following training will be available on Sunday, March 24th. Pre-registration is required as some of these courses will be limited in attendance. Courses will begin at 1100 and run through 1700 unless otherwise noted. Once registered you will receive a confirmation indicating time and place.

### ***Distraction Device Instructor Course - 9-5pm***

Safariland has offered to teach this class at no added cost to conference registrants. Since this is an Instructor level course we ask that one officer per team be designated for this class. To add your name to the list, email [jason.warnygora\\_bruins1014@hotmail.com](mailto:jason.warnygora_bruins1014@hotmail.com) to secure your team's spot. Class limited to 25 people.

### **St. Cloud Correctional Facility**

Individual Obstacle Course

Sniper Competition

Armored/Bearcat Vehicles Training – Will consist of two 3 hour training segments\*

### **St. Cloud Police Dept Range**

Individual Manual Breaching Competition

Tubular Assaults – Will consist of two 3 hour training segments\*

Individual Firearms Competition

\* Indicates Sessions limited in registration.

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 14A	Department: City Clerk	Council Meeting Date: 01/22/2013
-------------------	------------------------	----------------------------------

**TITLE OF ISSUE: Res. Appointing Election Judges**

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** Attached is a resolution appointing election judges for the Primary Special Election on January 29, 2013 and the Special Election on February 12, 2013.

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	
_____	_____	_____	Norland
_____	_____	_____	Freyberg
_____	_____	_____	Spears
_____	_____	_____	Steiner
_____	_____	_____	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) _____				
_____				
_____				
_____				

<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 APPOINTING ELECTION JUDGES

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the following individuals are hereby appointed to serve as election judges for the Primary Special Election on January 29, 2013 and the Special Election on February 12, 2013:

Dorothy Anderson	Cindy Kaufman	Nancy Schriber
Heather Anderson	Denny Kemp	Bonnie Shult
Carol Boruff	Jan Kemp	Michael Smith
Karen Etzell	Lorraine Klaseus	Michelle Smith
Michael Fischer	Susan Klute	Kari Stein
Nancy Gehrke	Carolyn Lovik	Bonnie Shult
Michele Goettl	Roger Lovik	Vicki Trudeau
William Halstead	Betty Michels	Byron Tungsvik
James Hirvela	Jim Middleton	Anthony Ulmen
Alice Hooge	Mark Midler	Bob Wegscheid
David Hudson	Helen Neir	Margaret Westphal
Cher Joel	Dorothy Norland	Rose Wilson
Jan Johnson	Lynette Peterson	Gary Zellmer
Jean Johnson	Deb Salzwedel	
Lowell Johnson	Elaine Schilling	

Adopted by the City Council this 22<sup>nd</sup> day of January, 2013.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 14B	Department: City Clerk	Council Meeting Date: 01/22/2013
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**TITLE OF ISSUE:** Parade Permit for IronKids Youth Triathlon, Spring Lake, Saturday, August 3, 2013 from 7:30 a.m. to 11:30 a.m.

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** Premier Event Management has requested a Parade Permit to conduct the IronKids Youth 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 as shown in red on the attached map requiring closure of 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. Premier Event Management is expecting 300-500 participants.

*If additional space is required, attach a separate sheet*

**REQUESTED COUNCIL ACTION:** Approve Parade Permit

**For Clerk's Use:**

Motion By: \_\_\_\_\_  
 Second By: \_\_\_\_\_

Vote Record:

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

**SUPPORTING DOCUMENTS ATTACHED**

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other (specify)		Parade Permit		
_____				
_____				
_____				

<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  
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: Michael D Zimmerman

Address: 109 SW 4th St. #509

City: Des Moines State: IA Zip: 50309

Telephone: (319) 721-7834

Sponsoring Organization: Premier Event Management

Address: 509 S. Hl Davis Rd Suite B

City: Harshon State: LA Zip: 7023

Telephone: (504) 454-6501

Occasion for Parade: IronKids Youth triathlon

Date of Parade: August 3rd 2013 Estimated Length of Parade: 4 hours

Estimated Starting Time: 7:30 AM Estimated Finish Time: 11:30 AM

General Composition of Parade: Runners on bicycles Age 6-15

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

[Signature]  
Applicant

1/16/2013  
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.

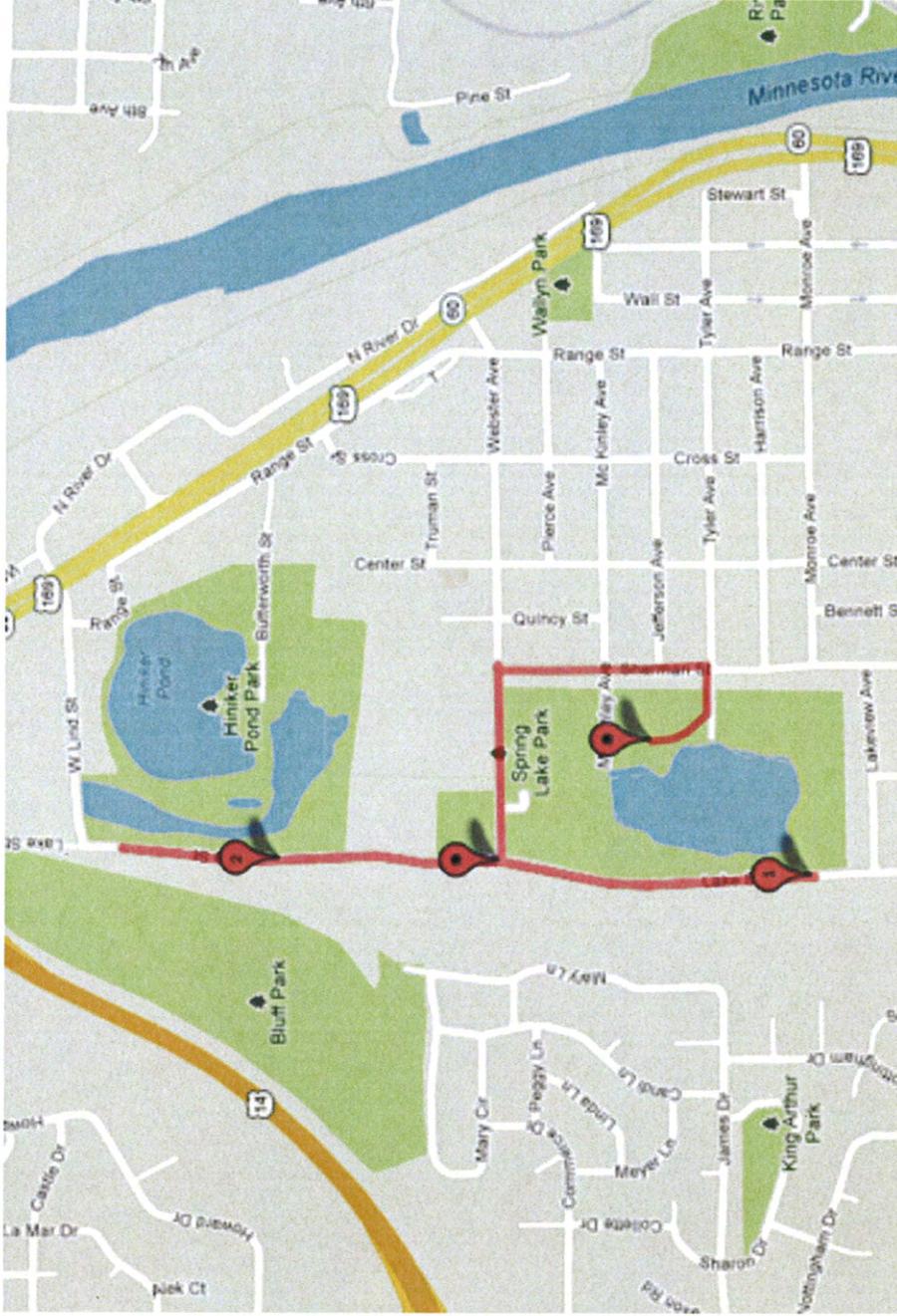
[Signature] #201  
Chief of Police

01-16-2013  
Date

COMMENTS/ADDITIONAL STIPULATIONS:



**IronKids North Mankato  
Proposed Street Closure  
Aug. 3rd 7:30 AM- 11:30 A**



# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 14C	Department: City Clerk	Council Meeting Date: 01/22/2013
-------------------	------------------------	----------------------------------

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

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** Premier Event Management has requested an Audio and Large Group Permit for the IronKids Youth Triathlon to be held on Saturday, 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, they will be setting up for the Triathlon. As shown on the attached maps, the area designated in red will be needed for set up and location of bicycles. No audio will be used on August 2 and will be used on August 3 at the Swim Facility and finish line.

*If additional space is required, attach a separate sheet*

**REQUESTED COUNCIL ACTION: Approve Audio and Large Group Permit**

**For Clerk's Use:**

Motion By: \_\_\_\_\_  
 Second By: \_\_\_\_\_

Vote Record:

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

**SUPPORTING DOCUMENTS ATTACHED**

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other (specify) _____		Park Permit _____		
_____				
_____				
_____				

<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 PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 17 -2013 SHELTER: # 1 and 2 FEE: \$320<sup>00</sup>  
TYPE OF EVENT: IronKids Youth Triathlon DATE VALID: Aug. 2-3 HOURS: 9am - Fri 8-2-13 to 4pm - Sat 8-3-13

ORGANIZATION: Hy-Vee IronKids (Premier Event Management) SIZE: 300-500 athletes  
APPLICANT NAME: Michael Zimmerman  
ADDRESS: 1041 SW 4th St #509 CITY: Des Moines, Iowa  
ZIP: 50309 DAYTIME PHONE #: (319) 721-7837

TENTS: No staked tents / pop-up 10x10 ELECTRICITY: yes if possible ALCOHOL: No

AUDIO DEVICES: Yes, sound system at pool, finish  
Amplified music or band requires Council approval Saturday  
If keg beer, a \$250 deposit and \$25 fee are required.

OTHER: Request use of parking lot & shelters starting at 9:00 AM FRIDAY -> 4:00 PM Saturday

PERMIT APPROVED: \_\_\_\_\_ DATE: 1-16-13  
PERMIT DENIED: \_\_\_\_\_  
REFER TO COUNCIL:  \_\_\_\_\_  
Nancy Behr  
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: \_\_\_\_\_ DATE: 1/16/2013  
Applicant Date

For Office Use Only

Receipt # \_\_\_\_\_

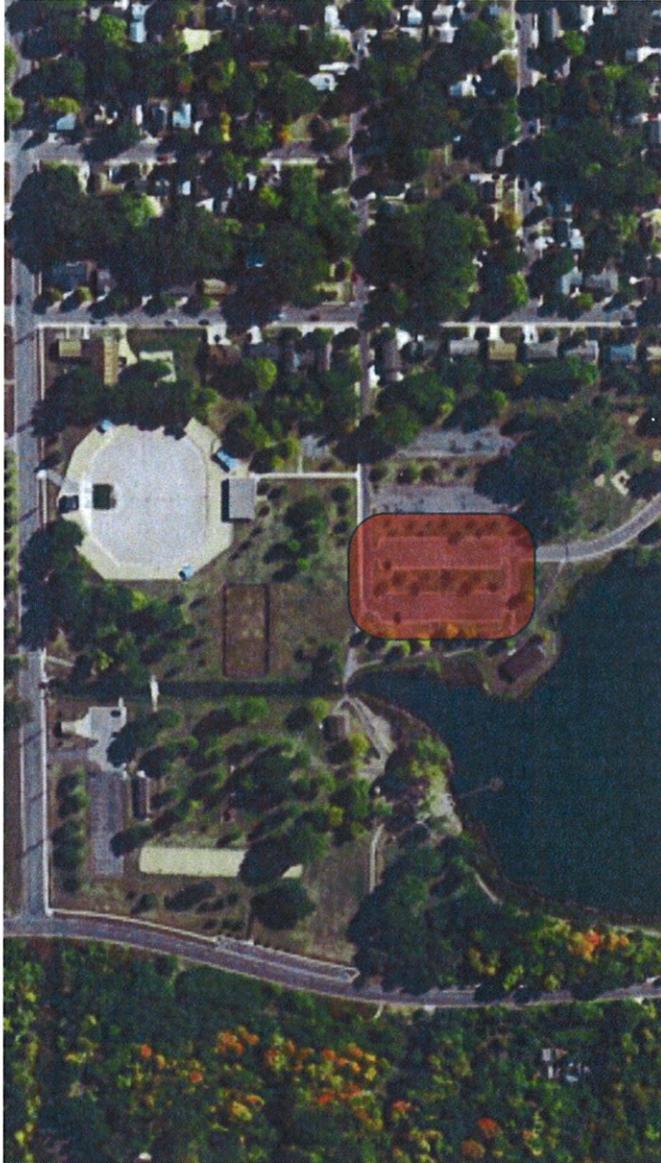
Book \_\_\_\_\_

Park \_\_\_\_\_

Police \_\_\_\_\_



### IronKids North Mankato Proposed Park Closures



We are requesting use of this space from 9AM on August 2nd (Friday) through 4PM on August 3rd (Saturday). We are also requesting use of the nearby shelter during this time.

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 15A	Department: Finance	Council Meeting Date: 01/22/2013
-------------------	---------------------	----------------------------------

**TITLE OF ISSUE:** Resolution 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

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** Attached is a resolution declaring official intent of the City to reimburse the following expenditures from the proceeds of bonds (equipment certificates) to be issued by the City. City Council approved \$30,000 for GPS-SPS Equipment & Software in the 2013 Capital Improvement Plan. The amount specified in this resolution is for \$32,605.55; an increase of \$2,605.55. This increase is due to the availability of newer technology since the start of the 2013 Budget process. Our Construction Inspector is requesting the equipment purchase in January so that he can attend training in February when classes are offered.

*If additional space is required, attach a separate sheet*

**REQUESTED COUNCIL ACTION:** Adoption of Resolution

**For Clerk's Use:**

Motion By: \_\_\_\_\_  
 Second By: \_\_\_\_\_

Vote Record:

Aye	Nay	
_____	_____	Norland
_____	_____	Freyberg
_____	_____	Spears
_____	_____	Steiner
_____	_____	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) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Workshop  
 Regular Meeting  
 Special Meeting

Refer to: \_\_\_\_\_  
 Table until: \_\_\_\_\_  
 Other: \_\_\_\_\_

CITY OF NORTH MANKATO, MINNESOTA

RESOLUTION NO. \_\_\_\_\_

**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**

WHEREAS, the Internal Revenue Service has issued Treas. Reg. § 1.150-2 (the “Reimbursement Regulations”) providing that proceeds of tax-exempt bonds used to reimburse prior expenditures will not be deemed spent unless certain requirements are met; and

WHEREAS, the City of North Mankato, Minnesota (the “City”) expects to incur certain expenditures that may be financed temporarily from sources other than bonds, and reimbursed from the proceeds of tax-exempt bonds;

WHEREAS, the City has determined to make this declaration of official intent (the “Declaration”) to reimburse certain costs from proceeds of bonds in accordance with the Reimbursement Regulations.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA AS FOLLOWS:

1. The City proposes to undertake various projects within the City, as described in EXHIBIT A attached hereto (collectively, the “Projects”).

2. The City reasonably expects to reimburse the expenditures made for certain costs of the Projects from the proceeds of bonds in an estimated maximum principal amount as set forth in EXHIBIT A. All reimbursed expenditures will be capital expenditures, costs of issuance of the bonds, or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Reimbursement Regulations.

3. This Declaration has been made not later than 60 days after payment of any original expenditure to be subject to a reimbursement allocation with respect to the proceeds of bonds, except for the following expenditures: (a) costs of issuance of bonds; (b) costs in an amount not in excess of \$100,000 or 5 percent of the proceeds of an issue; or (c) “preliminary expenditures” up to an amount not in excess of 20 percent of the aggregate issue price of the issue or issues that finance or are reasonably expected by the City to finance the Projects for which the preliminary expenditures were incurred. The term “preliminary expenditures” includes architectural, engineering, surveying, bond issuance, and similar costs that are incurred prior to commencement of acquisition, construction or rehabilitation of a project, other than land acquisition, site preparation, and similar costs incident to commencement of construction.

4. This Declaration is an expression of the reasonable expectations of the City based on the facts and circumstances known to the City as of the date hereof. The anticipated original expenditures for the Projects and the principal amount of the bonds described in paragraph 2 are consistent with the City’s budgetary and financial circumstances. No sources other than proceeds of bonds to be issued by the City are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside pursuant to the City’s budget or financial policies to pay such Project expenditures.

5. This Declaration is intended to constitute a declaration of official intent for purposes of the Reimbursement Regulations.

Adopted by the City Council of the City of North Mankato, Minnesota, this 22 day of January, 2013.

---

Mayor

ATTEST:

---

City Clerk

**EXHIBIT A  
PROJECTS**

Project Name	Estimated Cost
<b>GPS-SPS Equipment &amp; Software</b>	<b>\$32,605.55</b>

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 17A	Department: City Engineer	Council Meeting Date: 01/22/2013
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**TITLE OF ISSUE: Res. Ordering Feasibility Report for Project No. 13-01ABCDEF, Cliff Court Reconstruction**

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** 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. Attached is a resolution referring the proposed improvement to Bolton & Menk, Inc. to prepare a feasibility report advising the Council as to whether the proposed improvement is necessary, cost-effective and feasible.

*If additional space is required, attach a separate sheet*

**REQUESTED COUNCIL ACTION: Adopt Resolution**

<p><b>For Clerk's Use:</b></p> <p>Motion By: _____</p> <p>Second By: _____</p> <p>Vote Record:</p> <table style="width:100%; border: none;"> <tr> <td style="width:15%;"></td> <td style="width:15%; text-align: center;">Aye</td> <td style="width:15%; text-align: center;">Nay</td> <td style="width:55%;"></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>		Aye	Nay			_____	_____	Norland		_____	_____	Freyberg		_____	_____	Spears		_____	_____	Steiner		_____	_____	Dehen	<p style="text-align: center;"><b>SUPPORTING DOCUMENTS ATTACHED</b></p> <table style="width:100%; border: none;"> <tr> <td style="width:20%;">Resolution</td> <td style="width:20%;">Ordinance</td> <td style="width:20%;">Contract</td> <td style="width:20%;">Minutes</td> <td style="width:20%;">Map</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2">Other (specify)</td> <td colspan="3">Proposed Schedule</td> </tr> <tr> <td colspan="5">_____</td> </tr> <tr> <td colspan="5">_____</td> </tr> <tr> <td colspan="5">_____</td> </tr> </table>	Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify)		Proposed Schedule			_____					_____					_____				
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<p><input type="checkbox"/> Workshop</p> <p><input checked="" type="checkbox"/> Regular Meeting</p> <p><input type="checkbox"/> Special Meeting</p>	<p><input type="checkbox"/> Refer to: _____</p> <p><input type="checkbox"/> Table until: _____</p> <p><input type="checkbox"/> Other: _____</p>
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RESOLUTION NO.

RESOLUTION ORDERING FEASIBILITY REPORT FOR  
PROJECT NO. 13-01ABCDEF  
CLIFF COURT RECONSTRUCTION

WHEREAS, it is proposed to consider Project No. 13-01ABCDEF, 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. It is proposed to assess the benefited property for all or a portion of the cost of said improvement, pursuant to Minnesota Statutes, Chapter 429;

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

1. That the proposed improvement is referred to the engineering firm of Bolton & Menk, Inc. and the firm is instructed to prepare a feasibility report advising the Council in a preliminary way as to whether the proposed improvement is necessary, cost-effective and feasible and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

Adopted by the City Council this 22<sup>nd</sup> day of January 2013.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

# Proposed Schedule

2013 Cliff Court Reconstruction

City of North Mankato

City Project No. 13-01-A-F

BMI Project No. M19.105951

H:\MAM\19105951\3\_Preliminary\_Design\Spreadsheets\105951-429\_SCH.xls\Sheet 1

1/11/2013

Steps Required	Action Required By	Date	Comments
Resolution Ordering Preparation of Report	City Council	1/22/2013	
Prepare Feasibility Report	City Engineer	1/23/13 - 2/18/13	
Resolution Receiving Report and Calling for Hearing on Improvement	City Council	2/19/2013	
Published Notice of Hearing on Improvement	City Clerk	2/22/13 and 3/1/13	Notice must be published twice, at least a week apart, with the last publication appearing at least 3 days prior to hearing.
Mailed Notice of Hearing on Improvement	City Clerk	2/22/2013	Notice must be mailed to each property owner in the proposed assessment area at least 10 days prior to hearing.
Improvement Hearing	City Council, City Engineer	3/4/2013	
Resolution Ordering Improvement and Preparation of Plans and Specifications	City Council	3/4/2013	Requires 4/5 vote of Council to pass since project is Council initiated.
Prepare Plans and Specifications	City Engineer	3/5/13 - 4/14/13	
Resolution Approving Plans and Specifications and Ordering Advertisement for Bids	City Council	4/15/2013	
Advertise for Bids	City Engineer, City Clerk	4/19/2013	
Open Bids	City Engineer, City Clerk	4/26/2013	
Prepare Assessment Roll	City Engineer	5/3/2013	
Resolution Declaring Cost to Be Assessed and Ordering Preparation of Proposed Assessment	City Engineer, City Administrator, City Clerk	5/15/2013	
Resolution for Hearing on Proposed Assessment	City Council	5/16/13 - 5/19/13	
Published Notice of Hearing on Proposed Assessment	City Council	5/20/2013	
Mailed Notice of Hearing on Proposed Assessment	City Clerk	5/20/2013	Published at least once, at least two weeks prior to hearing.
Assessment Hearing	City Clerk	5/29/2013	Notice must be mailed at least two weeks prior to hearing.
Resolution Adopting Assessment	City Council, City Engineer	6/17/2013	
Resolution Awarding Contract	City Council	6/17/2013	
Begin Construction	Contractor	July 2013	
End Construction	Contractor	June 2014	All construction except bituminous wearing course completed in October 2013. Bituminous wearing course completed in Spring 2014.

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 17B	Department: City Engineer	Council Meeting Date: 01/22/2013
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**TITLE OF ISSUE: Res. Ordering Feasibility Report for Project No. 13-02AC, Roe Crest-Noretta-Belgrade Ravine Improvements**

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** Project No. 13-02AC includes the reconstruction of sanitary sewer main and storm sewer for Roe Crest-Noretta-Belgrade Ravine. Attached is a resolution referring the proposed improvement to Bolton & Menk, Inc. to prepare a feasibility report advising the Council as to whether the proposed improvement is necessary, cost-effective and feasible.

*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	
	_____	_____	Norland
	_____	_____	Freyberg
	_____	_____	Spears
	_____	_____	Steiner
	_____	_____	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) _____		Proposed Schedule _____		
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<input type="checkbox"/> Workshop	<input type="checkbox"/> Refer to: _____
<input checked="" type="checkbox"/> Regular Meeting	<input type="checkbox"/> Table until: _____
<input type="checkbox"/> Special Meeting	<input type="checkbox"/> Other: _____

RESOLUTION NO.

RESOLUTION ORDERING FEASIBILITY REPORT FOR  
PROJECT NO. 13-02AC  
ROE CREST-NORETTA-BELGRADE RAVINE IMPROVEMENTS

WHEREAS, it is proposed to consider Project No. 13-02AC, the reconstruction of sanitary sewer main and storm sewer for the Roe Crest-Noretta-Belgrade Ravine;

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

1. That the proposed improvement is referred to the engineering firm of Bolton & Menk, Inc. and it is instructed to prepare a feasibility report advising the Council in a preliminary way as to whether the proposed improvement is necessary, cost-effective and feasible and as to whether it should best be made as a separate project or in connection with some other improvement, and the estimated cost of the improvements as recommended.

Adopted by the City Council this 22<sup>nd</sup> day of January 2013.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

# Proposed Schedule

2013 Roe Crest-Noretta-Belgrade Ravine Improvements  
 City of North Mankato  
 City Project No. 13-02AC  
 BMI Project No. M19.105950

1/11/2013

H:\NMAN\M19105950\3\_Preliminary\_Design\Spreadsheets\105950-Project Schedule.xls\Sheet 1

Steps Required	Action Required By	Date	Comments
Resolution Ordering Preparation of Report	City Council	1/22/2013	
Prepare Feasibility Report	City Engineer	1/23/13 - 3/17/13	
Resolution Receiving Report	City Council	3/18/2013	
Resolution Ordering Preparation of Plans and Specifications	City Council	3/18/2013	
Prepare Plans and Specifications	City Engineer	3/19/13 - 5/5/13	
Resolution Approving Plans and Specifications and Ordering Advertisement for Bids	City Council	5/6/2013	
Advertise for Bids	City Engineer, City Clerk	5/17/2013	
		5/24/2013	
		5/31/2013	
Open Bids	City Engineer, City Administrator, City Clerk	6/12/2013	
Award Contract	City Council	6/17/2013	
Begin Construction	Contractor	July 2013	
End Construction	Contractor	October 2013	

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 17C	Department: City Engineer	Council Meeting Date: 01/22/2013
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**TITLE OF ISSUE: Res. Ordering Improvement and Ordering Plans and Specifications for Project No. 07-02B, Water Tower No. 2 Interior Recoating**

**BACKGROUND AND SUPPLEMENTAL INFORMATION: Project No. 07-02B includes the interior recoating of Water Tower No. 2. Attached is the Preliminary Engineering Report stating 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**

<p><b>For Clerk's Use:</b></p> <p>Motion By: _____</p> <p>Second By: _____</p> <p>Vote Record:</p> <table style="width:100%; border: none;"> <tr> <td style="width:15%;"></td> <td style="width:15%; text-align: center;">Aye</td> <td style="width:15%; text-align: center;">Nay</td> <td style="width:55%;"></td> </tr> <tr> <td style="border: none;">_____</td> <td style="border: none;"></td> <td style="border: none;"></td> <td style="border: none;">Norland</td> </tr> <tr> <td style="border: none;">_____</td> <td style="border: none;"></td> <td style="border: none;"></td> <td style="border: none;">Freyberg</td> </tr> <tr> <td style="border: none;">_____</td> <td style="border: none;"></td> <td style="border: none;"></td> <td style="border: none;">Spears</td> </tr> <tr> <td style="border: none;">_____</td> <td style="border: none;"></td> <td style="border: none;"></td> <td style="border: none;">Steiner</td> </tr> <tr> <td style="border: none;">_____</td> <td style="border: none;"></td> <td style="border: none;"></td> <td style="border: none;">Dehen</td> </tr> </table>		Aye	Nay		_____			Norland	_____			Freyberg	_____			Spears	_____			Steiner	_____			Dehen	<p style="text-align: center;"><b>SUPPORTING DOCUMENTS ATTACHED</b></p> <table style="width:100%; border: none;"> <tr> <td style="width:20%;">Resolution</td> <td style="width:20%;">Ordinance</td> <td style="width:20%;">Contract</td> <td style="width:20%;">Minutes</td> <td style="width:20%;">Map</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2">Other (specify)</td> <td colspan="3">Proposed Schedule, Preliminary</td> </tr> <tr> <td colspan="2">Engineering Report</td> <td colspan="3">_____</td> </tr> <tr> <td colspan="2">_____</td> <td colspan="3">_____</td> </tr> <tr> <td colspan="2">_____</td> <td colspan="3">_____</td> </tr> </table>	Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify)		Proposed Schedule, Preliminary			Engineering Report		_____			_____		_____			_____		_____		
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RESOLUTION NO.

RESOLUTION ORDERING IMPROVEMENT AND  
ORDERING PLANS AND SPECIFICATIONS  
FOR PROJECT NO. 07-02B, WATER TOWER NO. 2  
INTERIOR RECOATING

WHEREAS, it is proposed to consider Project No. 07-02B, Water Tower No. 2 Interior Recoating; and

WHEREAS, such improvement will be funded from the Water Fund;

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

1. A feasibility study has determined that such improvements are necessary, cost-effective and feasible.
2. Such improvements are hereby ordered as proposed.
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 this 22<sup>nd</sup> day of January 2013.

---

Mayor

---

City Clerk

# Proposed Schedule

2013 - Tower No. 2 Interior Recoating  
 City of North Mankato  
 City Project No. 07-02B  
 BMI Project No. M19-106143

H:\MAN\M19106143\3\_Preliminary\_Design\Spreadsheets\[Tower No. 2 Recoating-Project Schedule.xls]Sheet 1

1/11/2013

Steps Required	Action Required By	Date	Comments
Resolution Ordering Preparation of Plans and Specifications	City Council	1/22/2013	
Prepare Plans and Specifications	City Engineer	1/23/13 - 3/3/13	
Resolution Approving Plans and Specifications and Ordering Advertisement for Bids	City Council	3/4/2013	
Advertise for Bids	City Engineer, City Clerk	3/8/2013	
Open Bids		3/15/2013	
Award Contract		3/22/2013	
Begin Construction	City Engineer, City Administrator, City Clerk	3/29/2013	
End Construction	City Council	4/1/2013	
	Contractor	April 2013	
	Contractor	May 2013	

**Water Tower No. 2 Recoating**  
**CITY PROJECT NO. 07-02B**



**PRELIMINARY ENGINEERING REPORT**  
**UPDATE**

January 2013

Prepared by:





---

**PRELIMINARY ENGINEERING REPORT UPDATE**

**Water Tower No. 2 Recoating**

**CITY PROJECT NO. 07-02B**

**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: \_\_\_\_\_

A handwritten signature in blue ink, appearing to read 'BPM', is written over a horizontal line.

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

Date: \_\_\_\_\_

1/16/13



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**TABLE OF CONTENTS**

EXECUTIVE SUMMARY ..... 1

I. PROJECT INTRODUCTION ..... 1

II. EXISTING CONDITIONS ..... 1

III. PROPOSED IMPROVEMENTS..... 2

IV. ESTIMATED COSTS ..... 3

V. CONCLUSION AND RECOMMENDATIONS ..... 3

VI. PROPOSED SCHEDULE ..... 4



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## EXECUTIVE SUMMARY

The City of North Mankato's water distribution system is divided into two sections, an upper system, and a lower system. Each system has water storage, which is used to accommodate both domestic and fire flow demands. Currently, the upper system is served by two elevated tanks: Tower No. 1, which is a 500,000-gallon tank located along Tower Boulevard, and Tower No. 2, which is a 500,000-gallon tank located along Carlson Drive.

In 2005, an inspection was performed on Tower No. 2 to determine whether any structural and/or coating repairs needed to be made. The report recommended several structural modifications for the purposes of safety and extending coating life. The report also recommended recoating the wet-interior portion of the tank, re-coating a portion of the dry-interior of the tank, and over-coating the exterior of the tank. Based on our review of the report with City staff, we recommend completing most of the proposed structural modifications and recoating the tank as recommended in the report.

The estimated cost of the proposed improvements is as follows:

- Interior Coating and Structural Repairs - \$324,000
- Exterior Coating and Structural Repairs - \$300,000
- Total - \$624,000

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 two separate construction contracts with construction timeframes as follows:

- Tower No. 2 Interior Coating and Structural Repairs – Construction between April and May 2013
- Tower No. 2 Exterior Coating and Structural Repairs – Construction in 2015



## I. PROJECT INTRODUCTION

At its February 5, 2007 regular meeting, the City Council ordered a preliminary engineering report to evaluate the demolition and replacement of the existing 100,000-gallon elevated storage tank along Tower Boulevard (Tower No. 1), minor modifications and re-coating of the 500,000-gallon elevated storage tank along Carlson Drive (Tower No. 2), and upgrade of the SCADA system. The location of the two towers is shown on Figure No. 1. The 500,000 Gallon Tower No. 1 and SCADA system improvements were completed in 2008, and the demolition of the existing 100,000-gallon elevated storage tank was completed in 2012. The Tower No. 2 recoating improvements are the only improvements remaining. This report is a supplement to the 2007 report intended to summarize the scope of the Tower No. 2 improvements and provide updated costs and construction schedules.

The specific objectives of this preliminary engineering report are to:

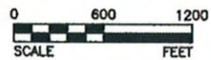
1. Evaluate the need for the project.
2. Determine the necessary improvements.
3. Provide information on the estimated costs for the proposed project.
4. Determine the project schedule.
5. Determine the feasibility of the proposed project.

## 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.

Water storage in the lower system currently consists of a 190,000-gallon reservoir and a 60,000-gallon reservoir located on the bluff above Belvista Drive. These reservoirs effectively act as elevated storage for the lower system. In addition, a 500,000-gallon ground storage reservoir is located next to Water Treatment Plant No. 1 along Belgrade Avenue.

Water storage in the upper system currently consists of a 500,000-gallon elevated tank located on Tower Boulevard (Tower No. 1) and a 500,000-gallon elevated tank located on Carlson Drive (Tower No. 2). In



**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

©Bolton & Menk, Inc. 2007, All Rights Reserved  
 H:\NMAN\M1239199\Figures\39199 Fig 1.dwg 06-12-2007 12:49 pm



addition, there is a 750,000-gallon ground storage reservoir adjacent to Water Treatment Plant No. 2 along Howard Drive. Tower No. 1 is a single-pedestal, fluted column style tank constructed in 2008. Tower No. 2 is a single-pedestal, fluted column style tank constructed in 1993. Based on the results of an inspection report completed in 2005<sup>1</sup>, Tower No. 2 is in need of minor structural repairs and re-coating.

### III. PROPOSED IMPROVEMENTS

Based on the 2005 inspection report<sup>1</sup>, several minor structural repairs and safety modifications are necessary to extend the service life of the tank. Based on engineering and City staff's review of the report, the following is a brief summary of the recommended repairs:

- Seal welding or caulking of several steel plate joints and connections to facilitate adequate coating coverage and adhesion
- Installation of safety bars on inlet/outlet pipe in tank for safety purposes
- Installation of a frost-free drain valve for the purpose of draining silt from the tank
- Replacement of tank manhole gaskets to prevent future leakage
- Repair of minor weld defects to facilitate adequate coating coverage and adhesion
- Modifications to wireless antenna and cable mountings to facilitate adequate coating coverage and adhesion
- Add additional wireless antenna mountings and cable penetrations to minimize damage to the coating system from possible future wireless provider installations
- Addition of a rest platform on interior dry riser ladder for safety purposes
- Replacement of steel hatches on top of tank with lighter Bilco-style roof hatches for safety purposes

---

<sup>1</sup> Elevated Water Tank Inspection Report, 500,000 Gallon Capacity Carlson Drive Tower, City of North Mankato, KLM Engineering, Inc., June 20, 2005.



In addition to the modifications recommended above, we recommend the following coating improvements:

- The interior wet portion of the tank should be completely blast cleaned and recoated with an epoxy coating system
- The “sweating sections” of the interior dry portion of the tank should be blasted and recoated with an epoxy coating system
- The exterior of the tank should be spot repaired and over-coated with an epoxy and urethane coating system

By completing these recommended improvements, the coating system should last for an additional 15-20 years.

#### **IV. ESTIMATED COSTS**

Following are the estimated costs for the proposed improvements:

- Interior Coating and Structural Repairs - \$324,000
- Exterior Coating and Structural Repairs - \$300,000
- Total - \$624,000

#### **V. CONCLUSION AND RECOMMENDATIONS**

The construction of minor structural modifications and the re-coating of Tower No. 2 is necessary to extend the service life of the tank.

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 accept this preliminary engineering report and authorize the preparation of plans and specifications for the improvements.

Although letting one contract for completing all of the necessary improvements would be more economical with respect to minimizing mobilization and contract administration costs, as well as providing economies of scale, we understand that the City Council wishes to phase the project to



accommodate budget concerns. Therefore, we recommend that the proposed improvements be completed under two separate contracts as follows:

- Tower No. 2 Interior Coating and Structural Repairs
- Tower No. 2 Exterior Coating and Structural Repairs

**VI. PROPOSED SCHEDULE**

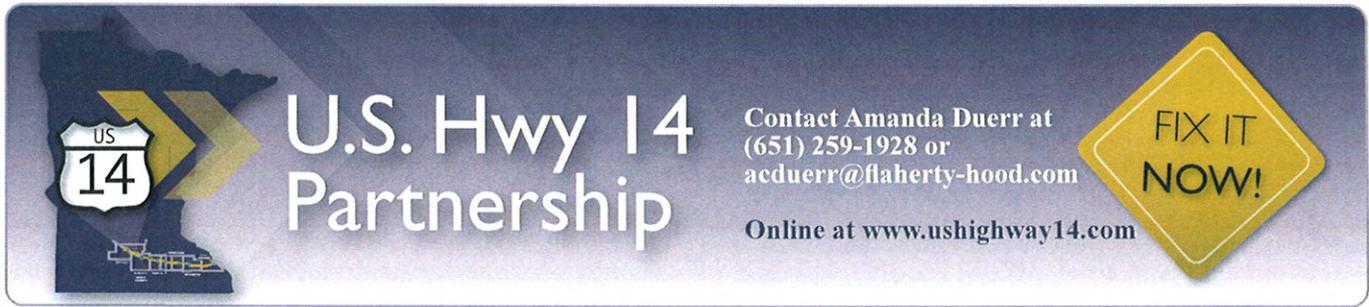
The following is the proposed schedule for the project.

**Tower No. 2 Interior Coating and Repairs**

Date	Task
January 22, 2013	Authorize Plans & Specifications
March 4, 2013	Approve Plans and Specifications & Authorize Advertisement for Bids
March 8-22, 2013	Advertise for Bids
March 29, 2013	Bid Opening
April 1, 2013	Award Contract
April 2013	Begin Construction
May 2013	End Construction

**Tower No. 2 Exterior Coating and Repairs**

Date	Task
January 2015	Authorize Plans & Specifications
March 2015	Approve Plans and Specifications & Authorize Advertisement for Bids
March 2015	Advertise for Bids
March 2015	Bid Opening
April 2015	Award Contract
April 2015	Begin Construction
May 2015	End Construction



# U.S. Hwy 14 Partnership

Contact Amanda Duerr at  
(651) 259-1928 or  
acduerr@flaherty-hood.com

Online at [www.ushighway14.com](http://www.ushighway14.com)

**FIX IT  
NOW!**

## Why Four Lane Expansion is Needed....

### Safety

*From 2002-2011 (between Rochester and New Ulm):*

- 52 fatalities
- 41 serious injury crashes
- Fatality Rate above statewide average (1.8 v. 1.3)
- **8 fatalities and 4 serious injuries in 2012** (unofficial tally)

### Traffic Growth

*Corridor Projections:*

- North Mankato to New Ulm +60-80% by 2025
- Owatonna to Dodge Center +50% by 2034

### Population Growth

*Projected increase over the next 10 years:*

- Mankato-North Mankato +25%
- Owatonna +16%
- Rochester +22%

### Economic Growth

*Industry Regional Projections 2010-2020*

- Specialized Freight Trucking +50-57%
- Building Equipment +43-54%
- Medical +30-32%
- General Freight Trucking +21%

## Planning for Upcoming Projects....

### New Ulm Bridge/TH 14-15 Intersection

- MnDOT Safety Audit (April 2012) identified high crash rate of intersection.
- TH 15 Bridge construction scheduled for 2018.
- TH 14-15 intersection (not currently programmed) should be improved at same time as bridge, as recommended in Safety Audit.
- \$22-36 million estimated cost.

### North Mankato-Nicollet expansion

- In June 2012, the Governor committed to the segment's four lane expansion, with construction to begin 2017-18.
- Interim safety project put in place Fall 2012.
- Efforts should be made to fund the Nicollet bypass and related interchanges during scheduled expansion.
- \$14-21 million estimated cost.

*Sources: MnDOT, DEED, State Demographer; Cities of Mankato-North Mankato, Owatonna, and Rochester.*

## What's Currently at Stake....

### MnDOT 20-year Plan

- MnDOT is in the process of updating its 20-year State Highway Investment Plan (MnSHIP). This plan sets the state's transportation priorities for the next two decades.
- A draft will be released in March 2013; final plan due May 2013.
- MnDOT's new investment strategy is moving away from funding expansion projects such as Highway 14. Instead, they are exploring smaller, less-expensive solutions to address safety concerns on rural roads.
- If Highway 14 is left off the plan, no local, state or federal non-earmarked funding may be allocated for the project for the next 20 years.

### The Clock is Ticking on Owatonna-Dodge Center EIS

- EIS finalized August 2010.
- An EIS needs to have a "re-evaluation" if major action on a project has not been completed within three years.
- To date, no action has been taken on this segment. A re-evaluation of the EIS will only add further delay and expense to this project's completion.

### Transportation Funding

- Governor's task force recently released recommendations on ways to fund Minnesota's transportation system.
- New majorities in Legislature appear to have an appetite to invest in transportation.
- Completing Highway 14 must be part of this larger transportation finance discussion.

### Expansion Costs (estimated)

*North Mankato to New Ulm*  
\$92-188 million construction  
\$24.6 million ROW

*Owatonna to Dodge Center*  
\$199 million construction  
\$20 million ROW



## 2013 Legislative Policy Positions

Minnesota can no longer afford to ignore the critical public safety and economic development challenges along the Highway 14 corridor. It is far past time to provide the requisite amount of funding needed to complete the Highway 14 expansion project. There must be no more delays – Fix Highway 14 NOW.

Accordingly, the Highway 14 Partnership adopts the following positions for the 2013 State Legislative Session and the 113<sup>th</sup> Congress:

### State Commitments:

#### 1. Finish existing projects:

- Obtain funds to complete the segment along TH14 from New Ulm to Co. Rd. 6 (West of North Mankato), with construction to begin in ~~2013-2014~~ or earlier.
- Obtain funds to complete the highway segment along TH14 from Owatonna to Dodge Center Bypass (Highway 218 to Hwy 56, West Junction), with construction to begin in ~~2013-or earlier~~.
- Ensure all necessary preparations are underway so that the four-lane expansion project from North Mankato to Nicollet can be let in 2017-18 as has been committed by the State.
- Obtain funds and undergo all necessary planning to complete the Nicollet bypass with the 2017-18 four-lane expansion between North Mankato and Nicollet.
- Obtain funds and undergo all necessary planning to improve the intersections of TH 14-TH111 and TH 14-TH 99 with the North Mankato to Nicollet expansion project.
- Obtain funds and undergo all necessary planning to reconstruct the TH14-TH15 interchange in 2018 in connection with the New Ulm bridge reconstruction. MnDOT should study the expansion of TH 14 west of New Ulm.
- ~~Ensure timely completion in 2012 of the TH14-CSAH12 interchange in Blue Earth County.~~

8. Support state research and study of alternative measures to fund transportation projects in Greater Minnesota, including value capture fees, tolling, congestion pricing, mileage fees, weight fees and wheelage fees.
9. Support legislation authorizing creation of Highway 14 special license plates.
10. Support efforts by the legislature to ensure new or existing public-private partnerships between MnDOT and private interests do not replace or downgrade programmed highway expansion projects or other meritorious highway expansion projects like those on Highway 14.
11. Ensure funding for all Highway 14 projects is programmed to proactively mitigate loss of service life and accelerated pavement failures/deterioration of "at risk" local roads due to the transport of materials and equipment for Highway 14 construction projects.
12. Support the current allocation of the MVST constitutional amendment, with a 60-percent dedication to roads and 4-percent dedication to Greater Minnesota transit. The Partnership opposes any legislative effort to restructure this statutorily-mandated formula.
13. Support the elimination of the requirement that the local option sales tax authorized outside the seven-county metropolitan area for transportation purposes under Session Laws 2008, Chapter 152 (§297A.993) be approved by voter referendum.
14. Oppose any reductions in state funding for Highway 14, or any delays in the Highway 14 environmental impact analysis and construction stages.
15. The Partnership encourages Highway 14 corridor legislators to secure positions on the Senate Transportation and Public Safety Budget Division and House Transportation Finance Committee.

### **Federal Commitments**

1. The Highway 14 Partnership requests the Minnesota Congressional Delegation support the following priorities in the 113<sup>th</sup> Congress:
  - a. The successor to the MAP-21 surface transportation funding program shall include:
  - ~~b. Expedited passage of a new federal surface transportation reauthorization bill, including:~~
    - i. Designation of Highway 14 project between Owatonna and Dodge Center as a High Priority Project;



CITY OF NORTH MANKATO

OFFICE OF THE MAYOR

## PROCLAMATION

*WHEREAS, the health and well-being of our children are of paramount importance; and*

*WHEREAS, each year in the United States, more than 40,000 babies are born with a congenital heart defect; and*

*WHEREAS, the medical community has identified congenital heart defects as the leading cause of both birth defect-related deaths; and*

*WHEREAS, it is crucial that parents, pediatricians, and all those in the health profession have greater awareness of the potential for congenital heart defects among newborns and children; and*

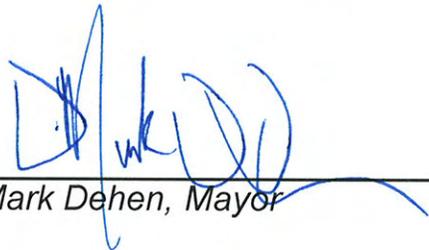
*WHEREAS, Congenital Heart Defect Awareness Week provides the opportunity for families and patients affected by these conditions to share their experiences and knowledge with the public, so that we all may be made more aware of how this defect affects all our lives;*

*NOW, THEREFORE, I, Mark Dehen, Mayor of the City of North Mankato, Minnesota, do hereby proclaim February 7-14, 2013 as*

## CONGENITAL HEART DEFECT AWARENESS WEEK

*in the City of North Mankato, and encourage all citizens to join me in this special observance.*

*Dated this 22<sup>nd</sup> day of January 2013.*

  
\_\_\_\_\_  
Mark Dehen, Mayor



CLAIM REPORT  
FOR REGULAR COUNCIL MEETING OF JANUARY 22, 2013

74073	Cardmember Service	charge card items-All Depts.	\$8,187.36
74074	Charter Communications	high speed data service-Pol, Fire, Contingency & P/A	\$442.96
74075	Doom, Elke	travel expenses-Admin	\$1,209.94
74076	ICMA Retirement Trust - 457	employee payroll deductions	\$4,183.85
74077	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$450.00
74078	A Touch of Magic	deposit for summer reading program-Library	\$208.00
74079	HickoryTech	telephone & internet bill-All Depts.	\$3,341.92
74080	Nicollet County Treasurer's Office	state deed tax-Port Authority	\$99.00
74081	Minn River Valley Drug Task Force	transfer administrative duties/fiscal agent-Task Force	\$320,919.36
74082	AT & T Mobility	cell phone bill-Bookmobile	\$24.11
74083	Verizon Wireless	cell phone & internet bill-All Depts.	\$216.37
74084	Madison National Life Insurance	life insurance for January	\$602.39
74085	Madison National Life Insurance	voluntary life insurance for January	\$205.80
	Adams, Nicole	cellular phone allowance for 2013-Police Dept.	\$516.00
	Alpha Wireless Communications	radios, electric exp/repeater & supplies-Bldg, Pol & Str	\$13,351.76
	AMEM	2013 membership dues-Civil Defense	\$100.00
	Ameripride Services	mats, gloves, uniform & towel service-All Depts.	\$689.29
	American Pest Control	professional service-Sanitation	\$69.80
	American Planning Association	2013 membership dues-Comm Dev	\$285.00
	Audio Editions	audio books & supplies-Library	\$86.36
	Baker & Taylor	books-Library & Bookmobile	\$103.38
	Bobholz, Jacob	cellular phone allowance for 2013-Water Dept.	\$516.00
	Bock, Carl	cellular phone allowance for 2013-Police Dept.	\$516.00
	Boyer, Chris	cellular phone allowance for 2013-Police Dept.	\$516.00
	Bureau of Criminal Apprehension	4th quarter criminal justice data network-Police Dept.	\$270.00
	Cargill, Inc.	road salt-Street Dept.	\$12,899.40
	City of Mankato	water bill-Public Access	\$15.26
	Computer Technology Solutions	equip parts-Admin, Police, Water, Sewer & Sanit	\$1,962.45
	Connect Business Magazine	ad-Port Authority	\$479.00
	Cooper, Scott	refund water bill credit	\$3.61
	Crawler Welding, Inc.	equipment parts-Street Dept.	\$2,158.00
	Creative Ad Solutions, Inc.	name plates-Comm Dev	\$42.95
	Crysteel Truck Equipment	sander box & equipment parts-Street Dept.	\$22,054.02

CLAIMS CONTINUED

Dehen, Mark	mileage-Mayor	\$53.68
DEMCO, Inc.	supplies-Library	\$759.21
Discount Paper Products, Inc.	supply-Library	\$211.48
DM Stamps & Specialties	supply-Water Dept.	\$12.40
Doran, Heather	cellular phone allowance for 2013-Public Access	\$516.00
Fastenal Co.	equipment parts-Street Dept.	\$10.95
Force America Distributing	equipment part-Street Dept.	\$543.49
Gopher State One-Call	one-call locates & annual fee-Inspection	\$172.70
Hansen Sanitation	refuse pickup-Shop, Park, Sanitation & Public Access	\$159.12
Hasler, Inc.	postage machine rental 4th qtr-Water & Sewer Depts.	\$315.68
Hawkins, Inc.	chemicals-Water Dept.	\$3,619.73
Henry, A.J. Fence Co.	supplies-Park Dept.	\$298.18
Ingram Library Service	books-Library	\$496.72
Javens Mechanical Contracting Co.	repair backflow preventer-Police Dept.	\$279.62
Johnson, Lonnie	cellular phone allowance for 2013-Water Dept.	\$516.00
Keller, J.J. & Associates, Inc.	drug testing-All Depts.	\$215.20
Kemp, Dennis	cellular phone allowance for 2013-Public Access	\$516.00
Kemske Paper Co.	printed material-Police Dept.	\$214.37
Kennedy & Kennedy Law Office	legal services for February-Attorney	\$7,390.00
Kleist, Randy	cellular phone allowance for 2013-Water Dept.	\$516.00
Knudson, David	cellular phone allowance for 2013-Inspection	\$996.00
LJP Enterprises of St. Peter	gaylords & wire baling-Sanitation	\$220.00
LJP Waste & Recycle	transportation charges-Sanitation	\$457.80
Larkstur Engineering & Supply, Inc.	equipment parts & supplies-Street & Park Depts.	\$210.25
Mac Tools Distributor	equipment part-Shop	\$27.91
McDowell Agency, Inc.	professional service-Admin	\$376.00
Mettler, Todd	cellular phone allowance for 2013-Park Dept.	\$516.00
Mid-States Organized Crime Information	2013 membership dues-Police Dept.	\$150.00
Minnesota Department of Health	Class C operator water license exam fee-Water	\$32.00
Minnesota Department of Agriculture	2013 pesticide applicator license renewal-Park	\$15.00
Minnesota Dept. of Labor & Industry	annual inspection fee for elevator-Fire Dept.	\$100.00
Minnesota Truck & Tractor, Inc.	equipment parts-Street Dept.	\$586.01
Minnesota Valley Testing Lab	water testing-Water Dept.	\$158.75
Minnesota Waste Processing Co.	processing fees-Sanitation	\$18,666.73
Morse, Rhett	cellular phone allowance for 2013-Street Dept.	\$516.00
MRCI	wages for MRCI employees-Sanitation	\$10,304.80
National League of Cities	2013 membership dues-Mayor/Council	\$1,489.00
Neubert, Thomas	cellular phone allowance for 2013-Water & Sewer	\$516.00
Nicollet County Auditor/Treasurer	insp fees & balance of 14/41 ROW-2011 Const	\$75,295.11
Northern States Supply	supplies-Park Dept.	\$23.83

CLAIMS CONTINUED

Northland Securities	debt study-Finance	\$2,560.00
OverDrive, Inc.	annual service plan-Library	\$10,000.00
Petty Cash, Clara Thorne	petty cash items-All Depts.	\$159.48
Plunkett's Pest Control, Inc.	professional service-Street & Shop	\$121.98
Pohlman, Tim	cellular phone allowance for 2013-Fire Dept.	\$516.00
Pohlman, Tim	regional meeting fees-Fire Dept.	\$42.00
Premier Veterinary Center	animal impound-Police Dept.	\$1,079.23
Rader, Duane	cellular phone allowance for 2013-Water Dept.	\$516.00
River Bend Business Products	copier maintenance-Library & Public Access	\$750.53
Ruch, Nathan	cellular phone allowance for 2013-Mun Bldg	\$516.00
Schwickert's	furnace repair-Water Dept.	\$1,572.00
Skarpohl Pressure Washer Sales, Inc.	supplies-Street Dept.	\$102.05
Skogen Mechanical LLC	consent assessment sewer & water line-Sewer	\$2,289.13
South Central College	training-Police, Street, Park, Water, Sewer & Sanit	\$660.00
Staples Advantage	supplies-All Depts.	\$665.49
Swanson, Brad	cellular phone allowance for 2013-Street Dept.	\$636.00
Swenson, Jeremy	cellular phone allowance for 2013-Police Dept.	\$516.00
Tessco, Inc.	equipment parts-Public Access	\$123.08
Tostenson, Derek	cellular phone allowance for 2013-2013 Const	\$984.00
United Rental	safety vests-Street Dept.	\$274.15
U S Postal Service	postage-All Depts.	\$3,000.00
Viking Fire & Safety LLC	signs & service fire extinguisher-Street Dept.	\$125.42
WSK Mankato Holdings, LLC	partial payment CBD grant-Sales Tax Fund	\$2,186.74
Wells Fargo Corporate Trust Service	principal & interest on bonds	\$2,658,141.24
Wells Fargo Bank	paying agent fees on bonds	\$1,600.00
Wenzel Auto Electric Co.	equipment parts-Inspection & Water Depts.	\$168.55
Zahl Equipment Service	repair gas pumps-Shop	\$38.48
Total		<u>\$3,213,542.61</u>

CLAIMS CONTINUED

General	\$89,183.87
Library	\$13,860.26
Bookmobile	\$399.96
Community Development	\$440.55
Local Option Sales Tax	\$2,186.74
Contingency	\$425.87
Port Authority	\$578.00
Capital Improvement Bonds of 2008	\$223,467.50
Local Option Sales Tax Bonds	\$400.00
GO Improvement Bond of 2004	\$78,447.50
GO Improvement Bond of 2005	\$325,312.50
GO Improvement Bond of 2006	\$178,000.00
GO Improvement Bond of 2007	\$395,178.12
GO Improvement Bond of 2008	\$206,005.00
GO Improvement Bond of 2010	\$400.00
GO Refunding Bond of 2010	\$235,176.09
GO Port Authority Revenue Bonds of 1993A, 1994A, 1998A	\$313,560.62
GO Port Authority Bonds of 2011A	\$48,528.12
Port Authority Tax Increment Revenue Bonds of 2011B	\$10,170.00
Port Authority Tax Increment Bonds 2001	\$18,153.75
2011 Construction	\$76,070.11
2013 Construction	\$994.60
Water	\$423,705.83
Sewer	\$117,687.84
Sanitary Collection	\$120,167.31
Storm Water	\$10,582.29
Public Access	\$3,540.82
Minnesota River Valley Drug Task Force	<u>\$320,919.36</u>
Total	<u><u>\$3,213,542.61</u></u>

PORT AUTHORITY INVOICES  
FOR REGULAR COUNCIL MEETING OF JANUARY 22, 2013

Nicollet County Treasurer's Office	state deed tax-Port Authority	\$99.00
Connect Business Magazine	ad-Port Authority	\$479.00
Wells Fargo Corporate Trust Service	principal & interest on bonds	\$390,012.49
Wells Fargo Bank	paying agent fee on bonds	<u>\$400.00</u>
Total		<u><u>\$390,990.49</u></u>

List of Port Authority Bills in the Amount of \$390,990.49

Council Meeting of January 22, 2013

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Mayor Mark Dehen

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Council Member Bill Schindle

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Council Member Diane Norland

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Council Member William Steiner

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Council Member Robert Freyberg

List of Bills in the Amount of \$3,213,542.61

Council Meeting of January 22, 2013

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Mayor Mark Dehen

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Council Member Bill Schindle

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Council Member Diane Norland

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Council Member William Steiner

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Council Member Robert Freyberg