

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 2, 2018. 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 roll call: Mayor Dehen, Council Members Norland, Freyberg, Whitlock, and Steiner, City Administrator Harrenstein, Finance Director McCann, Community Development Director Fischer, Public Works Director Swanson and City Clerk Van Genderen. Absent: Attorney Kennedy.

### **Approval of Agenda**

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

### **Approval of Council Workshop Meeting Minutes**

**Council Member Freyberg moved, seconded by Council Member Norland, to approve the minutes of the Council Workshop meeting of December 18, 2017. Vote on the motion: Norland, Freyberg, Whitlock, Steiner and Dehen aye; no nays. Motion carried.**

### **Approval of Council Meeting Minutes**

**Council Member Norland moved, seconded by Council Member Whitlock, to approve the minutes of the Council meeting of December 18, 2017. Vote on the motion: Norland, Freyberg, Whitlock, Steiner and Dehen aye; no nays. Motion carried.**

### **Public Hearing-Consider Annexation of 25.55 Acres of Land Owned by Roy and Grace Toegel.**

City Administrator Harrenstein reported the annexation was contingent upon approval of the plats and a development agreement. Community Development Director Fischer reported the land was in the process of being annexed into the City for single-family residential development which matches the Comprehensive Plan, which guides the area to low density single-family homes.

Phil Henry, 1300 Noretta Drive, appeared before Council and requested the City not to hold the Public Hearing because the developer has stated he would not complete the project if the extension of Marie Lane were assessed to the proposed 10-lots that would be developed. Mr. Henry did not believe the City should pay for the extension. Mayor Dehen reported the developer would pay for the road and utility work within the development. The City would only be responsible for completing one block that the City had purchased and not completed improvements on. Mr. Henry indicated he did not believe tax-payers should pay for the improvement and feared the City's bond rating would suffer.

### **Public Hearing-Consider Project No. 17-05 ABCDEF Jefferson Avenue Improvement Project.**

City Engineer Sarff appeared before Council and presented information on Project No. 17-05 ABCDEF Jefferson Avenue Improvement Project. He reported the project began due to complaints about the condition of the sidewalks. The street and utilities are over 65 years old and have been on the capital improvement plan for several years. The City Council authorized the Preliminary Engineering Report on November 20, 2017, and it was presented to Council on December 4, 2017. A neighborhood meeting was held on December 18, 2017. Engineer Sarff reviewed the existing condition which included sanitary sewer and watermain over 65 years old and no existing storm sewer. The proposed improvement included replacing existing sanitary and watermain within the right-of-way and constructing a storm sewer system. Improvements also include reconstructing the existing street, new 5-foot wide sidewalk on both sides (same as existing), new concrete driveway aprons, perforated subsurface drains on both sides of the street and restoring all disturbed residential turf areas with seed.

There are 24 existing boulevard trees that the city inventoried and worked with the City Forester, Jason Lobitz, to determine if each tree could be saved or need to be removed.

Engineer Sarff reported the North Mankato City Council adopted a Complete Streets Policy on January 4, 2016, which requires the City to review pedestrian and bicycle accommodations during a reconstruction. It was determined that replacing the 5-foot width sidewalks on both sides meeting ADA standards would meet the guidelines for the Complete Streets Policy. Bicycle accommodations were reviewed, but it was determined the addition of on-street or off-street bicycle lanes was not feasible for the project.

City Engineer Sarff reviewed the assessment policy adopted by the City of North Mankato. Sanitary Sewer and Water Service are 100% assessable to the resident. The balance of project cost is 40% assessable to the resident with the remaining 60% covered by the City. Using the Assessment Policy, the calculated assessments would range between \$10,400 to \$19,700. In 2016 the City capped the Roe Crest Drive Reconstruction Project at \$8,000. Adjusting the assessment cap to the project reduces the proposed cap for Project No. 17-05 ABCDEF Jefferson Avenue Improvement Project to \$6,000.

A review of the project included opening bids on March 22, 2018, an assessment hearing on May 7, 2018, with construction beginning at the end of May 2018 and concluding at the end of August.

Phil Henry, 1300 Noretta Drive, appeared before Council and stated he approved of this project, noting the residents would be assessed for the project.

### **Consent Agenda**

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

- A. Bills and Appropriations.
- B. Res. No. 1-18 Approving Donations/Contributions/Grants.
- C. Approved Parade Permit for the National MS Society on May 12, 2018, from 10:00 a.m. to 12:30 p.m. at Spring Lake Park.
- D. Res. No. 2-18 Setting Gas Mileage Reimbursement Rate.
- E. Res. No. 3-18 Designating Official Newspaper.
- F. Res. No. 4-18 Designating Depositories for the City of North Mankato.
- G. Approved Appointments to Boards and Commissions.

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

### **Public Comments Concerning Business Items on the Agenda**

Barb Church, 102 Wheeler Avenue, appeared before Council to talk about the information presented on Radio-read water meters. She requested residents be provided the opportunity to purchase a meter rather than leasing a meter. Ms. Church stated this should reduce the amount that would need to be bonded. Ms. Church also expressed concern over installing City-owned property in a private residence.

### **Business Items**

**Res. No. 5-18 Ordering Improvement and Preparation of Plans for Project No. 17-05 ABCDEF Jefferson Avenue Improvement.**

Mayor Dehen thanked City Engineer Dan Sarff and City staff for the educational process.

**Council Member Norland moved, seconded by Council Member Steiner to adopt Res. No. 5-18 Ordering Improvement and Preparation of Plans for Project No. 17-05 ABCDEF Jefferson Avenue Improvement. Vote on the motion: Norland, Freyberg, Whitlock, Steiner and Dehen aye; no nays. Motion carried.**

**Set Public Hearing for 7 p.m. on Tuesday, January 16, 2018, to Consider Amending North Mankato City Code, Chapter 110, Entitled “General Business Regulations.” Tobacco 21. Council Member Freyberg moved, seconded by Council Member Norland to Set a Public Hearing for 7 p.m. on Tuesday, January 16, 2018, to Consider Amending North Mankato City Code, Chapter 110, Entitled “General Business Regulations.” Tobacco 21. Vote on the motion: Norland, Freyberg, Whitlock, Steiner and Dehen aye; no nays. Motion carried.**

#### **Receive Information on Radio-Read Water Meters.**

City Administrator Harrenstein reported citizens often complain that they have to read their water meters. While it is an economical method for obtaining water meter readings, there is interest in moving toward a different way to read meters. Administrator Harrenstein reported there were several different methods used to collect water meter readings; the City is considering radio-read water meters. The meter automatically sends the reading to the City. The City Council will need to determine if this is something they are interested in pursuing as it is a costly change. He indicated the projected monthly charge would be between \$3.00 and \$5.00 dollars for residential meters. If the Council decided to proceed with Radio-Read Water Meters a public hearing would need to be held.

Finance Director McCann reported the system would improve the collection rates for the City. The meters would help in conservation as they would provide accurate readings and could help to identify leaks quickly. Radio antennas would be used to pull up real-time readings at the desk. Finance Director McCann reported the estimated bond issuance was for 3.2 million and the City was proposing owning the meters and creating a separate fee to cover the cost.

City Administrator Harrenstein reported the change would help with efficiencies as it would reduce staff time on such things as shut-offs and entering meter readings, but the efficiencies would be realized as the City grows.

Mayor Dehen requested clarification on if the system could provide alerts if there were leaks. Finance Director McCann reported the system could provide alerts for leaks, reverse flow and meter tampering. Mayor Dehen also requested clarification on if rental units could be metered separately. Finance Director McCann reported it would be capable. Mayor Dehen stated grants might be available. Council Member Norland reviewed the proposed cost of \$3.00 to \$5.00 for residential and more for larger users. City Administrator Harrenstein reported there might be a prepayment option which would shorten the bond term. Mayor Dehen requested clarification from Council if they were interested in obtaining additional information. Council Members Norland, Whitlock and Steiner reported they were interested in learning more about the option.

Council Member Freyberg reported he had issues with the 3 million dollar investment and the fee charged to utility customers. He stated there were upsides including backflow, information on leaks and water conservation, but economically he did not know if it made sense.

Council Member Norland stated there are many meters that will need to be replaced soon. Mayor Dehen noted the project cost might increase if the City waits. Council Member Freyberg stated maybe this could be a code update requiring all new buildings to install radio-read meters and phase it in. Mayor Dehen stated the Council is in agreement that the staff should continue researching and provide more information.

**Res. No. 6-18 Local Government Resolution Business Development Infrastructure**

**Application.**

City Administrator Harrenstein noted the resolution had been presented at a Council meeting in March and the application had been submitted. The application is in regards to funding utility infrastructure on property owned by the Port Authority. The Department of Employment and Economic Development needed verification on the local funds set aside for the project. The funds have been set aside in Water, Sewer and the Capital Outlay funds. **Council Member Norland moved, seconded by Council Member Whitlock to Adopt Res. No. 6-18 Local Government Resolution Business Development Infrastructure Application. Vote on the motion: Norland, Freyberg, Whitlock, Steiner and Dehen aye; no nays. Motion carried.**

**City Administrator and Staff Comments**

None.

**Mayor and Council Comments**

Mayor Dehen congratulated Water Superintendent Duane Rader on the City receiving the 2016 Water Fluoridation Quality Award.

Council Member Steiner stated a resident had requested the City look into a four-way stop at Carlson and LorRay Drive. Community Development Director Fischer reported that in conjunction with the MPO a study was being conducted on the intersection. The report would be presented to the Planning Commission in January and then to the Council.

Council Member Steiner stated Administrator Harrenstein would be on Talk of the Town at 1:00 p.m. on Wednesday, January 3<sup>rd</sup>.

Mayor Dehen reported the City received notification from the GFOAC that the CAFR qualifies for a certificate of achievement in financial reporting.

Mayor Dehen reported two North Mankato residents would receive their Eagle Scout awards. Noah Kroells and Vincent Dhuyvetter would be receiving the honor.

Mayor Dehen noted he met with the Cub Scouts and discussed City government.

Mayor Dehen invited North Mankato residents out the weekend of January 27-28, 2018, to the Anthony Ford Pond Hockey Tournament.

Mayor Dehen invited citizens to the open forum that would begin after adjournment and a five-minute break.

There being no further business, on a motion by Council Member Norland, seconded by Council Member Steiner, the meeting adjourned at 7:46 p.m.

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Mayor

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City Clerk