

Pursuant to due call and notice thereof, a Council Workshop of the North Mankato City Council was held in the Municipal Building Council Chambers on December 18, 2017. Mayor Dehen called the meeting to order at 12:00 p.m. The following were present for roll call: Mayor Dehen, Council Members Steiner, Norland, Freyberg and Whitlock, City Administrator Harrenstein, Pamela Whitmore, League of Minnesota Cities, Tim Madigan, Ambassador, League of Minnesota Cities, Dave Bartholomay, Bureau Mediation Services & Mayor, Circle Pines, and City Clerk Van Genderen.

Meeting Management Discussion Let by the League of Minnesota Cities

Mayor Dehen welcomed the Council, facilitators, and the public to the meeting stating the purpose of the collaborative process was to help provide insight into meeting and agenda processes and to assist in developing ideas for process amendments. Council Members reviewed the reasons they ran for Council which included to serve the citizens, to be involved, help the City grow and to move things forward with development.

Attorney Whitmore requested clarification from the Council Members as to why the meeting was called. Council Member Steiner reported he believed recent changes made to the Public Comment period were too restrictive. Council Member Freyberg stated Robert's Rules of order need to be followed and the public commentary period should not be used to beat up on staff. Council Member Norland noted the Public Comment period has become destructive and very harmful. Mayor Dehen indicated he believed the Public Comment period should allow the free exchange of ideas not become a platform for personal agendas. Council Member Whitlock stated he felt the Public Comment period had been taken advantage of and citizens have tried to run the City from the podium. Tim Madigan indicated this was not an unusual struggle for cities and the City needs to ensure the process works, so the will of the majority is fulfilled while the rights of the minority are protected. Dave Bartholomay stated the Public Comment period must be structured providing an opportunity to speak while ensuring the public knows of alternative ways to have their questions answered such as talking with staff as most questions are administrative not policy related. Mr. Bartholomay also suggested continuing to update the Public about requests made to the Council to increase awareness that the issue is being addressed.

Attorney Whitmore requested further clarification from Council Members concerning the Public Comment period. Council Member Steiner stated he would be amenable to one comment period with the strict three-minute time frame, but it should be open to anything the citizen wanted to say. Mayor Dehen stated one issue is the repetitiveness of citizens who try to dominate the meeting. He reported that some residents continue to harass the Council even after the Council has directed action by staff or have determined that no action will be taken. City Administrator Harrenstein indicated he respected Council Member Steiner's view but could not agree with anything being open to comment as personal attacks on developers have occurred and it is not appropriate. Council Member Freyberg reported he frequently speaks with businesses and developers that bring projects to the City and they would prefer to not sit through the Public Comments, they would prefer to have their actual business with the City managed. He indicated that if the City wants to grow, professionalism needs to be a part of the City Council proceedings. Dave Bartholomay stated people love conflict and it is often reported in the papers and the news, but it makes the community look bad. He noted the Council needs to determine the purpose of the Public Comment period and determine where it belongs on the agenda. Mr. Bartholomay reported there are different ways to manage the public comment period, move it to the end, not record the public comment period, this may determine if the citizen is concerned about an issue or if they just want to be seen on TV. Tim Madigan stated it might be that the City needs to move into a customer service approach and focus on responding to citizen concerns even if they may seem silly. City Administrator Harrenstein stated Council and Staff are very responsive and respond to

requests and questions as quickly as they can. Mayor Dehen indicated that more staff reports may be needed to ensure Council knows items are being managed. City Administrator Harrenstein reported City staff would only address issues that they have received explicit direction from Council to review. Council Member Whitlock indicated the work by staff is not respected by some citizens who argue they did not do their work or do it correctly.

Attorney Whitmore stated if citizens continued to speak after their three minutes were up, Council could take a break. Dave Bartholomay stated Council Members need to step up and assist the Mayor in managing the meetings. Tim Madigan reported additional assistance from Council Members would allow the Mayor time to think to answer questions. He stated two items need to be clarified for Public Comment periods: comment periods are not a time for discussion and Council will not act on comments. Mayor Dehen stated he is working on using the three-minute time frame consistently throughout all public comment time periods. Continued discussion occurred concerning maintaining consistency, allowing obnoxious people to speak and not letting them control the meetings or Council, and respect.

A brief discussion concerning Roberts Rules of Order was held reviewing Point of Order, Calling the Question, Point of Personal Privilege, and Point of Information. Attorney Whitmore directed Council to the Jurassic Parliament website for additional information.

There being no further business, on a motion by Council Member Norland, seconded by Council Member Whitlock, the meeting adjourned at 1:30 p.m.

Mayor

City Clerk

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 December 18, 2017. 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 Steiner, Norland, Freyberg, and Whitlock, City Administrator Harrenstein, Finance Director McCann, City Attorney Kennedy, Community Development Director Fischer, Public Works Director Swanson and City Clerk Van Genderen.

Approval of Agenda

Council Member Norland moved, seconded by Council Member Steiner, to approve the agenda as presented. Vote on the motion: Steiner, Norland, Freyberg, Whitlock 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 4, 2017. Vote on the motion: Steiner, Norland, Freyberg, Whitlock and Dehen aye; no nays. Motion carried.

Public Hearing-Stormwater and Annual Stormwater Pollution Prevention Program (SWPPP) Review.

City Engineer Dan Sarff appeared before Council and stated the Minnesota Pollution Control Agency (MPCA) administers the requirements of the federal Clean Water Act. At the MPCA, the Stormwater Program includes three general stormwater permits, including the Municipal Separate Storm Sewer System (MS4) Permit. The MS4 General Permit is designed to reduce the amount of sediment and pollution that enters surface and groundwater from storm sewer systems to the maximum extent practicable. Because the City of North Mankato has a population greater than 10,000, it must comply with MS4 permit requirements.

The City's MS4 permit requires the City to develop and maintain a stormwater pollution prevention program (SWPPP) that incorporates best management practices (BMPs) applicable to their City. The SWPPP has six Minimum Control Measures including Public Education and Outreach on Stormwater Impacts, Public Participation and Involvement, Illicit Discharge Elimination, Construction Site Stormwater Runoff Control, Post-Construction Stormwater Management in New Development and Redevelopment, and Pollution Control and Good Housekeeping for Municipal Operations. The MS4 permit includes a requirement that the City provide a minimum of one opportunity each year for the public to provide input on the adequacy of the City's SWPPP.

With no one else appearing before Council the Mayor closed the Public Hearing.

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. 85-17 Approving Donations/Contributions/Grants.
- C. Res. No. 86-17 Setting Rates and Charges for Municipal Utilities.
- D. Approved Temporary Alcohol Permit for Business on Belgrade and the Anthony Ford Pond Hockey Tournament on January 26, 27, and 28, 2018, at Spring Lake Park.
- E. Res. No. 87-17 Approving State of Minnesota Agency Agreement for Federal Participation in Construction.
- F. Res. No. 88-17 Approving City Council Committee Assignments.

- G. Res. No. 89-17 Setting Fees and Charges.
- H. Approved Contract with Abdo, Eick & Meyers LLP to Complete the 2017 Audit.
- I. Set Public Hearing for 7 pm on January 2, 2018, to consider Annexation of 25.55 Acres.
- J. Res. No. 90-17 Approving Consent Assessment.

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

Public Comments Concerning Business Items on the Agenda

None.

Business Items

Consider Proposed 2018 Budget and Capital Improvement Plan.

Finance Director McCann reported the Budget before Council tonight is the finalized version of what was presented and tonight's action would formally adopt the Budget.

Res. No. 91-17 Approving the General Fund Budget and Auxiliary Fund Budget for Fiscal Year 2018. Council Member Norland moved, seconded by Council Member Steiner to Adopt Res. No. 91-17 Approving the General Fund Budget and Auxiliary Fund Budget for Fiscal Year 2018. Vote on the motion: Steiner, Norland, Freyberg, Whitlock and Dehen aye; no nays. Motion carried.

Res. No. 92-17 Approving 2017 Tax Levy Collectible in 2018. Council Member Freyberg moved, seconded by Council Member Steiner to Adopt Res. No. 92-17 approving the 2017 Tax Levy Collectible in 2018. Vote on the motion: Steiner, Norland, Freyberg, Whitlock and Dehen aye; no nays. Motion carried.

Res. No. 93-17 Approving the Capital Improvement Plan 2018-2022. Council Member Steiner moved, seconded by Council Member Norland to Adopt Res. No. 93-17 Approving the Capital Improvement Plan 2018-2022. Vote on the motion: Steiner, Norland, Freyberg, Whitlock and Dehen aye; no nays. Motion carried.

Res. No. 95-17 Ordering Preparation of Feasibility Report on Project No. 17-07 ABCDEF Anchorage Drive Project.

City Administrator Harrenstein reported the project is potentially on the CIP for 2018, and the City wants the authorization to complete the feasibility study. The approval would allow the City to move forward if the timing works out. **Council Member Freyberg moved, seconded by Council Member Norland to Adopt Res. No. 95-17 Ordering Preparation of Feasibility Report on Project No. 17-07 ABCDEF Anchorage Drive Project. Vote on the motion: Steiner, Norland, Freyberg, Whitlock and Dehen aye; no nays. Motion carried.**

Consider Z-4-17 Request to Zone Part of Section 10-108-27: A Request from Roy & Grace Toegel/Mick Montag. Consider Ordinance No. 98, Fourth Series Zoning Part of Section 10-108-27, as R-1, One-Family Dwelling.

Community Development Director Fischer reported the applicants are in the process of annexing 25.55 acres of land into the City limits for future single-family residential development. The property is located at the west end of Marie Lane. As the property is being annexed into the City

limits, it is necessary to provide a zoning classification based on the intended use of the property. The proposed zoning request is both consistent with existing area zoning and the Comprehensive Plan. Community Development Director Fischer reported the Planning Commission reviewed the request and recommended the zoning. City Administrator Harrenstein indicated the zoning should be contingent on successful annexation and platting of the property and a development agreement. **Council Member Norland moved, seconded by Council Member Steiner to Adopt Ordinance No. 98, Fourth Series Zoning Part of Section 10-108-27, as R-1, One-Family Dwelling Contingent upon Successful Annexation, Platting and a Development Agreement. Vote on the motion: Steiner, Norland, Freyberg, Whitlock and Dehen aye; no nays. Motion carried.**

Consider Preliminary Plat of Nature View Subdivision No. 2: A Request form Roy & Grace Toegel/Mick Montag.

Community Development Director Fischer reported the 25.55 acres is in the process of being annexed into the City limits to accommodate future single-family residential development. A preliminary plat consists of 8 single-family residential lots, possible drainage easements to accommodate stormwater and 2 Outlots. Outlot A is ravine property, and Outlot B would be reserved for future development. Community Development Director Fischer stated the Planning Commission approved the preliminary plat subject to:

1. Successful Annexation.
2. Street and curb and gutter within the subdivision is private, and all underground utilities are public including the stormwater holding pond.
3. Stormwater holding ponds are designed by a licensed engineer and shown on the final plat.
4. City of North Mankato and Developer enter into a development agreement for the extension of Marie Lane.

City Administrator Harrenstein indicated Marie Lane was last extended in 1988 which was an extension of the westerly portion ending at Ivy Lane. The City had anticipated a housing development being built, and acquired right away for the anticipated extension. The City has been approached by a developer to complete the extension. A developer presented a development plan of approximately ten lots which are in line with the Comprehensive Plan. The developer has clearly told the City that if the extension is not completed the development will not be completed. In the past, the City has used 429 bonds and assessed the improvements to the lots based on the value of the improvements to each lot. For this project the City would not need to borrow the estimated \$250,000 for the road extension. Staff is proposing using residual bond proceeds, mitigating the risk of 429 bonds. Staff has reviewed several options and proposes:

1. Place ten lots in abatement district and have them pay back the \$250,000.
2. Use residual tax proceeds and benefits as they occur.

City Administrator Harrenstein reported it would be in the best interest of the City to create a development agreement that states the developer's portion of infrastructure must be in the ground before the City proceeds with building the road.

Council Member Freyberg questioned why the City did not have a developer's agreement in place before bringing the project to Council. City Administrator Harrenstein stated staff wanted to receive Council direction before proceeding. Mayor Dehen stated the Council could approve the preliminary plat, but it would be contingent upon a development agreement.

Discussion was held concerning what would happen if the City decided to use 429 bonds. The use of 429 bonds would require assessing a portion of the improvements to the adjacent property owners. Mayor Dehen stated it might be difficult to prove improvements to the properties, making it difficult to assess them for the improvements. Council Member Steiner requested clarification on assessing the properties being developed. Administrator Harrenstein reported the developer would not develop the property if the improvement is assessed to the properties being developed.

City Administrator Harrenstein reported the Preliminary Plat of Nature View Subdivision No. 2 is subject to:

1. Successful Annexation.
2. Street and Curb and gutter within the subdivision is private, and all underground utilities are public including the stormwater holding pond.
3. Stormwater holding ponds are designed by a licensed engineer and shown on the final plat.
4. City of North Mankato and developer enter into a development agreement for the extension of Marie Lane.

City Administrator Harrenstein stated staff would present a draft development agreement. **Council Member Norland moved, seconded by Council Member Whitlock to approve the Preliminary Plat of Nature View Subdivision No. 2: A Request from Roy & Grace Toegel/Mick Montag. Vote on the motion: Steiner, Norland, Whitlock and Dehen aye; Freyberg abstain; no nays. Motion carried.** Don Kiel, 604 Marie Lane, appeared before Council and requested clarification on if his property would be assessed. Mayor Dehen confirmed with staff that his property would not be assessed.

Res. No. 94-17 Ordering Preparation of Feasibility Report on Project No. 17-06 ABCDE, Marie Lane Extension.

City Engineer Sarff reported the Resolution relates to the Nature View Subdivision No. 2. He stated the City could wait until after the Developers Agreement was completed, but it may be beneficial to have more exact estimates for the development of the Developers Agreement. **Council Member Norland moved, seconded by Council Member Steiner to Adopt Res. No. 94-17 Ordering Preparation of Feasibility Report on Project No. 17-06 ABCDE, Marie Lane Extension. Vote on the motion: Steiner, Norland, Whitlock and Dehen aye; Freyberg abstain; no nays. Motion carried.**

Consider Z-5-17 Request to Rezone 1253/1255 Lake Street from R-1 to R-3: A Request from Andrew Atwood. Consider Ordinance No. 99, Fourth Series Rezoning 1253/1255 Lake Street from R-1 to R-3.

Community Development Director Fischer reported the applicant purchased the property in 2015, the property was damaged by a mudslide, and the applicant made improvements to the hillside and attempted to sell the property. He was unable to sell the property and was granted temporary rental licenses and is working on obtaining permanent licenses. As the property is currently zoned R-1, One-Family Dwelling, no more than two unrelated persons can occupy each unit. Community Development Director Fischer reported in an R-3 and R-4 zoning districts, no more than five unrelated persons can reside together. In an attempt to allow more than two unrelated persons to live in 1253 and 1255 Lake Street, the applicant is requesting the property be rezoned from R-1 to R-3. Community Development Director Fischer reported the Planning Commission reviewed the request and discussed spot zoning, precedent for future requests if approved, off-street parking, and existing

area zoning and recommend denying the request to rezone 1253/1255 Lake Street from R-1 to R-3. **Council Member Freyberg moved, seconded by Council Member Steiner to Support Staff Recommendations and Deny the Request to Rezone 1253/1255 Lake Street from R-1 to R-3: A Request from Andrew Atwood. Vote on the motion: Steiner, Norland, Freyberg, Whitlock and Dehen aye; no nays. Motion carried.**

Consider Ordinance No. 97, Fourth Series an Ordinance of the City of North Mankato, Minnesota Annexing 20.75 Acres Owned by BCD Properties.

Community Development Director Fischer reported the property is located on the west side of County Road 41, west of the property owned by Mayo Clinic. The ordinance would annex the property into the City limits for Industrial Development. Mayor Dehen requested clarification on extending the road. Community Development Director Fischer reported the anticipated extension would be in 2019. **Council Member Norland moved, seconded by Council Member Steiner to adopt Ordinance No. 97, Fourth Series an Ordinance of the City of North Mankato, Minnesota Annexing 20.75 Acres Owned by BCD Properties. Vote on the motion: Steiner, Norland, Freyberg, Whitlock and Dehen aye; no nays. Motion carried.**

City Administrator and Staff Comments

Receive Report on Commerce Drive Business and Citizen Public Engagement Meetings.

City Administrator Harrenstein reported there were four public meetings. Two public meetings held with the general public and two public meetings held with business owners. A draft vision statement was included, and an update could be anticipated in April or May with additional engagements before finalizing the plan. This project is in conjunction with the awarded Federal resurfacing dollars.

Public Works Director Swanson reported the hockey rinks and lights were operating and were open to the public until 10:00 p.m.

Public Works Director Swanson reported the compost site was closed until spring.

Mayor and Council Comments

Council Member Freyberg thanked Finance Director McCann for his work and stated the budget process was one of the best he had attended. He thanked Caswell Sports Director Tostenson for his work at Caswell Park. He thanked all City staff for their work.

Council Member Norland seconded Council Member Freyberg's sentiments. She stated she appreciated the League of Minnesota's leadership during the Council Workshop on December 18, 2017, at noon.

Council Member Whitlock thanked Council and Staff for their assistance through his first year as Council Member.

Council Member Steiner moved, seconded by Council Member Norland to hold a workshop at the first or second meeting in January to discuss meeting management. Vote on the motion: Steiner, Norland, Freyberg, Whitlock and Dehen aye; no nays. Motion carried.

Mayor Dehen directed staff to speak with Attorney Whitmore, from the League of Minnesota Cities or Dave Bartholomay, Bureau Mediation Services & Mayor, Circle Pines, for suggested protocol on procedures for placement at the podium.

Mayor Dehen wished everyone Merry Christmas and safe travels during the season.

There being no further business, on a motion by Council Member Steiner, seconded by Council Member Norland, the meeting adjourned at 7:50 p.m.

Mayor

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #8	Department: Community Dev.	Council Meeting Date: 1/2/18																											
TITLE OF ISSUE: Public Hearing, 7 pm-Proposed Annexation of 25.55 Acres of Land Owned by Roy and Grace Toegel.																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: On November 15, 2017, the City received a request to annex 25.55 acres. The City Council accepted the petition of annexation on November 20, 2017. According to Minnesota Statutes §414.033 Subdivision 2(3), Permitting Annexation by Ordinance the City must serve upon the Township Board and residents abutting the land 30-days notice that the City will conduct a Public Hearing. The City served the notices certified mail and set the Public Hearing for January 2, 2018. An Ordinance will be presented for consideration at a later Council Meeting.																													
<i>If additional space is required, attach a separate sheet</i>																													
REQUESTED COUNCIL ACTION: Public Hearing.																													
Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Norland	_____	_____	Freyberg	_____	_____	Whitlock	_____	_____	Steiner	_____	_____	Dehen	<div style="text-align: center; font-weight: bold; margin-bottom: 10px;">SUPPORTING DOCUMENTS ATTACHED</div> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) <u>Public Hearing Notification</u> _____ _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Resolution	Ordinance	Contract	Minutes	Map																									
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NOTICE OF PUBLIC HEARING

Notice is hereby given that the City Council of the City of North Mankato, Minnesota will hold a Public Hearing on Tuesday, January 2, 2018 at 7 p.m. in the Municipal Building, 1001 Belgrade Avenue, to consider Annexation of Land containing 25.55 acres owned by Roy and Grace Toegel, legally described as That part of the Northeast Quarter of the Southwest Quarter of Section 10 and that part of the West Half of the Northwest Quarter of the Southeast Quarter of Section 10, all in Township 108 North Range 27 West, Nicollet County Minnesota. A full legal description is available at the North Mankato City Hall.

Dated this 21st day of December, 2017.

/s/April Van Genderen
City Clerk

AFFIDAVIT OF PUBLICATION

State of Minnesota, ss.
County of Blue Earth

Steve Jameson, being duly sworn, on oath states as follows:

1. I am the publisher of The Free Press, or the publisher's designated agent. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant to Minnesota Statutes §331A.07.
2. The newspaper has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.

3. The dates of the month and the year and day of the week upon which the public notice attached/copied below was published in the newspaper are as follows:

The printed _____ notice _____ which is attached was cut from the columns of said newspaper, and was printed and published once each week, for 1 successive weeks; it was first published on Thursday, the 21 day of December, 2017, and was thereafter printed and published on every Thursday to and including Thursday, the 21 day of December, 2017; and 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

4. The Publisher's lowest classified rate paid by commercial users for comparable space, as determined pursuant to § 331A.06, is as follows: \$26.88.
5. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notice: The newspaper's known office is located in Blue Earth County. The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

FURTHER YOUR AFFIANT SAITH NOT.

By: Steve Jameson
Steve Jameson, Publisher

Subscribed and sworn to before me on this 21 day of December, 2017.

Sharon L. Toland
Notary Public



December 21, 2017
NOTICE OF PUBLIC HEARING
Notice is hereby given that the City Council of the City of North Mankato, Minnesota will hold a Public Hearing on Tuesday, January 2, 2018 at 7 p.m. in the Municipal Building, 1001 Belgrade Avenue, to consider Annexation of Land containing 25.55 acres owned by Roy and Grace Toegel, legally described as That part of the Northeast Quarter of Section 10 and that part of the West Half of the Northwest Quarter of the Southeast Quarter of Section 10, all in Township 108 North Range 27 West, Nicollet County Minnesota. A full legal description is available at the North Mankato City Hall.
Dated this 21st day of December, 2017.
/s/April Van Genderen
City Clerk

**PROPERTY OWNER PETITION TO MUNICIPALITY
FOR ANNEXATION BY ORDINANCE - 120 Acres or Less**

IN THE MATTER OF THE PETITION OF CERTAIN PERSONS FOR THE
ANNEXATION OF CERTAIN LAND TO THE CITY OF NORTH MANKATO,
MINNESOTA
PURSUANT TO MINNESOTA STATUTES § 414.033, SUBD. 2(3)

TO: Council of the City of North Mankato, Minnesota

PETITIONER(S) STATE: All of the property owners in number are required to commence a proceeding under Minnesota Statutes § 414.033, Subd. 2(3).

It is hereby requested by:

_____ the sole property owner; or
 X all of the property owners (If the land is owned by both husband and wife, both
must sign the petition to represent all owners.)

of the area proposed for annexation to annex certain property described herein lying in the Township of Belgrade to the City of North Mankato, County of Nicollet, Minnesota.

The area proposed for annexation is described as follows:

That part of the Northeast Quarter of the Southwest Quarter of Section 10 and that part of the West Half of the Northwest Quarter of the Southeast Quarter of Section 10, all in Township 108 North Range 27 West, Nicollet County, Minnesota, described as:

Beginning at the northwesterly corner of Outlot A of Forsberg's Subdivision No. 4, according to the plat thereof on file and of record with the Nicollet County Recorder; thence North 89 degrees 29 minutes 15 seconds West, (Minnesota County Coordinate System - Nicollet County Zone - HARN NAD83 - 1996), along the southerly line of Outlot C of North Ridge Estates, according to the plat thereof on file and of record with the Nicollet County Recorder, 180.93 feet to the most southerly southwest corner of said Outlot C; thence North 00 degrees 45 minutes 05 seconds West, along the southerly line of said Outlot C, a distance of 175.04 feet; thence North 89 degrees 29 minutes 15 seconds West, along the southerly line of said Outlot C, a distance of 1323.51 feet to the point of intersection with the west line of the Northeast Quarter of the Southwest Quarter of said Section 10; thence South 01 degrees 10 minutes 11 seconds East, along said west line, 761.69 feet to the southwest corner of the Northeast Quarter of the Southwest Quarter of said Section 10; thence South 89 degrees 20 minutes 14 seconds East, along the south line of the Northeast Quarter of the Southwest Quarter of said Section 10, a distance of 1318.01 feet to the southeast corner of the Northeast Quarter of the Southwest Quarter of said Section 10; thence South 89 degrees 26 minutes 18 seconds East, along the south line of the Northwest Quarter of the Southeast Quarter of said Section 10, a distance of 175.90 feet to the point of intersection with the west line of Nature View Subdivision, according to the plat thereof on file and of record with the Nicollet County Recorder; thence North 00 degrees 15

minutes 37 seconds West, along said west line and along the west line of said Forsberg's Subdivision No. 4, a distance of 590.03 feet to the point of beginning. Containing 25.55 acres.

1. There is 1 property owner (husband & wife) in the area proposed for annexation. (If a property owner owns more than one parcel in the area proposed for annexation, he/she is only counted once as an owner - the number of parcels owned by a petitioner is not counted.)
2. The land abuts the municipality and the area to be annexed is 120 acres or less, and the area to be annexed is not presently served by public wastewater facilities or public wastewater facilities are not otherwise available.

Except as provided for by an orderly annexation agreement, this clause may not be used to annex any property contiguous to any property previously annexed under this clause within the preceding 12 months if the property is owned by the same owners and annexation would cumulatively exceed 120 acres.

3. Said property is unincorporated, abuts on the city's N S E W (circle one) boundary(ies), and is not included within any other municipality.
4. The area of land proposed for annexation, in acres, is 25.55 acres.
5. The reason for the requested annexation is to accommodate residential development.

PETITIONERS REQUEST: That pursuant to Minnesota Statutes § 414.033, the property described herein be annexed to and included within the City of North Mankato, Minnesota.

Dated: 11/15/17

Signatures: Roy E. Toegel
Grace M. Toegel

NOTE: Pursuant to Minnesota Statutes § 414.033, Subd. 2b, before a municipality may adopt an ordinance under subdivision 2, clause (2), (3), or (4), a municipality must hold a public hearing and give 30 days' written notice by certified mail to the town or towns affected by the proposed ordinance and to all landowners within and contiguous to the area to be annexed.

NOTE: Pursuant to Minnesota Statutes § 414.033, Subd. 11, when a municipality declares land annexed to the municipality under subdivision 2, clause (3), and the land is within a designated floodplain, as provided by section 103F.111, subdivision 4, or a shoreland area, as provided by section 103F.205, subdivision 4, the municipality shall adopt or amend its land use controls to conform to chapter 103F, and any new development of the annexed land shall be subject to chapter 103F.

NOTE: Pursuant to Minnesota Statutes § 414.033, Subd. 12, when a municipality annexes land under subdivision 2, clause (2), (3) or (4), property taxes payable on the annexed land shall continue to be paid to the affected town or towns for the year in which the annexation becomes effective. If the annexation becomes effective on or before August 1 of a levy year, the municipality may levy on the annexed area beginning with that same levy year. If the annexation becomes effective after August 1 of a levy year, the town may continue to levy on the annexed area for that levy year, and the municipality may not levy on the annexed area until the following levy year.

NOTE: Pursuant to Minnesota Statutes § 414.033, Subd. 13, at least 30 days before a municipality may adopt an ordinance under subdivision 2, clause (2), (3), or (4), the petitioner must be notified by the municipality that the cost of electric utility service to the petitioner may change if the land is annexed to the municipality. The notice must include an estimate of the cost impact of any change in electric utility services, including rate changes and assessments, resulting from the annexation.

Municipal Boundary Adjustment Unit Contacts

Star Holman star.holman@state.mn.us 651-361-7909

Katie Lin katie.lin@state.mn.us 651-361-7911

(June 2011)



- **RESEARCH FINDINGS**
ON THE EFFECTS OF
MUSIC ON THE
HEART RATE AND
BLOOD PRESSURE
- **RESEARCH FINDINGS**
ON THE EFFECTS OF
MUSIC ON THE
HEART RATE AND
BLOOD PRESSURE

2737

ISSN 0022-2534/92/0005-0000\$05.00/0

446 JOURNAL OF DOCUMENTATION

— *Continued*

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item 9	Department: Administration	Council Meeting Date: 1/2/18																											
TITLE OF ISSUE: Public Hearing-Consider Project No. 17-05 ABCDEF Jefferson Avenue Improvement Project.																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: On November 6, 2017, a Public Hearing was held to summarize the existing sidewalk and street conditions on the 300 block of Jefferson Avenue, gather public input and seek direction from the City Council. City Council decided on November 20, 2017, to authorize a feasibility study for the Jefferson Avenue Improvement Project. The feasibility study was received on December 4, 2017, and a public hearing was called for January 2, 2018.																													
<i>If additional space is required, attach a separate sheet</i>																													
REQUESTED COUNCIL ACTION: Public Hearing																													
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Whitlock	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ <u>Report</u> _____ _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aye	Nay																												
_____	_____	Freyberg																											
_____	_____	Whitlock																											
_____	_____	Steiner																											
_____	_____	Norland																											
_____	_____	Dehen																											
Resolution	Ordinance	Contract	Minutes	Map																									
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																									
<input type="checkbox"/> Workshop <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting	<input type="checkbox"/> Refer to: _____ <input type="checkbox"/> Table until: _____ <input type="checkbox"/> Other: _____																												

NOTICE OF PUBLIC HEARING
PROJECT NO. 17-05 ABCDEF JEFFERSON AVENUE IMPROVEMENT PROJECT

Notice is hereby given that the City Council of North Mankato will meet in the Council Chambers of the City Hall at 7:00 p.m. on January 2, 2018, to consider the making of Improvement No. 17-05ABCDEF, an improvement on Jefferson Avenue between Range Street and Cross Street, pursuant to Minn. Stat. §429.011 to 429.111. The area proposed to be assessed for such improvement is the 300 block of Jefferson Avenue. The estimated cost of the improvement is \$520,200. A reasonable estimate of the impact of the assessment will be available at the hearing. Such persons as desire to be heard with reference to the proposed improvement will be heard at this meeting.

/s/April Van Genderen
City Clerk

Published in the Free Press on December 21, and December 28, 2017.

Improvement Hearing Presentation



2018 Jefferson Avenue Street and Utility
Improvement Project
Project 17-05 ABCDEF



Project Location/Background



- Jefferson Avenue between Cross Street and Range Street (300 block)
- Complaints on condition of sidewalk
- Street and utilities over 65 years old
- Considered in the capital improvement planning process for a number of years
- Included in City's Capital Improvement Plan for 2018
- Preliminary Engineering Report authorized by Council on November 20th and presented to Council on December 4th



Sanitary Sewer, Watermain, and Storm Sewer Systems



- Existing Conditions:
 - Sanitary Sewer and watermain over 65 years old
 - No existing storm sewer
 - All in need of replacement
- Proposed Improvements
 - Replace existing clay sanitary sewer with new plastic pipe and new manholes
 - Replace existing cast iron watermain with new plastic pipe; replace valves and fittings
 - Replace existing sanitary sewer and water services within right-of-way
 - Construct new storm sewer system



Street and Surface



- Existing Conditions:
 - Existing street constructed over 65 years ago
 - Existing 30-foot wide bituminous (blacktop) street with curb and gutter both sides – parking allowed on both sides
 - Bituminous pavement and curb pavement in fair to poor condition
 - Existing 5-foot wide sidewalk on both sides – poor condition
- Proposed Improvements:
 - Reconstruct existing street with new bituminous pavement and curb and gutter
 - Proposed width – 30 feet from face of curb to face of curb (same as existing)
 - Continue to allow parking on both sides
 - New 5-foot wide sidewalk on both sides (same as existing)
 - New concrete driveway aprons
 - Residential street bituminous pavement section
 - Perforated subsurface drains on both sides of street
 - Restore all disturbed residential turf areas with seed



Trees

- 24 existing boulevard trees
- Many trees are very large and in some cases the base of the trunks fills the entire boulevard area
- Many of the existing sidewalk deficiencies are being caused by tree roots.
- Inventory of the existing trees including photos is included in Appendix C of report

Trees



Address	Species	Size	Proposed Action	Comments
923 Range Street	Hackberry	20"	Leave in Place and Protect	
923 Range Street	Hackberry	22"	Leave in Place and Protect	
923 Range Street	Hackberry	30"	Remove	Too large for boulevard
312 Jefferson Avenue	Ash	12"	Remove	Ash tree
314 Jefferson Avenue	Maple	17"	Leave in Place and Protect	
314 Jefferson Avenue	Maple	15"	Remove	Unhealthy tree – split trunk
316 Jefferson Avenue	Maple	22"	Remove	Roots growing over curb
316 Jefferson Avenue	Maple	23"	Leave in Place and Protect	
330 Jefferson Avenue	Ash	26"	Remove	Ash tree
330 Jefferson Avenue	Ash	20"	Remove	Ash tree
332 Jefferson Avenue	Ash	19"	Remove	Ash tree
332 Jefferson Avenue	Ash	27"	Remove	Ash tree
334 Jefferson Avenue	Basswood	24"	Remove	Unhealthy tree
343 Jefferson Avenue	Maple	11"	Remove	Unhealthy tree – split trunk
335 Jefferson Avenue	Ash	25"	Remove	Ash tree
335 Jefferson Avenue	Ash	10"	Remove	Ash tree
333 Jefferson Avenue	Ash	27"	Remove	Ash tree
333 Jefferson Avenue	Ash	27"	Remove	Ash tree
325 Jefferson Avenue	Ash	23"	Remove	Ash tree
321 Jefferson Avenue	Cherry	5"	Leave in Place and Protect	
319 Jefferson Avenue	Maple	13"	Remove	Unhealthy tree – split trunk
319 Jefferson Avenue	Maple	15"	Leave in Place and Protect	
919 Range Street	Walnut	23"	Leave in Place and Protect	
919 Range Street	Walnut	31"	Leave in Place and Protect	

Pedestrian and Bicycle Accommodations



- North Mankato City Council adopted Complete Streets Policy on January 4, 2016:
 - Pedestrian and bicycle travel to be considered in preliminary design stage on street reconstruction projects
 - Pedestrian accommodations - sidewalks (one side or both sides) or off-street multi-use trails
 - Bicycle accommodations - designated on-street bike lanes, shared driving/bicycle lanes, or off-street multi-use trails
- Pedestrian Accommodations:
 - Existing sidewalks on both sides of 300 block of Jefferson Avenue
 - Sidewalk to be reconstructed - 5 foot width; meet ADA standards for accessibility
 - Construction of accessible sidewalks on both sides of the street conforms to the City's Complete Streets guidelines for pedestrian access.
- Bicycle Accommodations:
 - Jefferson Avenue not existing or proposed designated bicycle system routes
 - Narrow width of the right-of-way and the narrow street width
 - Parking on both sides
 - Addition of on street or off-street bicycle lanes in not considered to be feasible for this project

Estimated Project Costs



Item	Estimated Cost
Street	\$277,200
Storm Sewer	\$58,900
Sanitary Sewer Mainline	\$58,000
Sanitary Sewer Services	\$24,200
Watermain Mainline	\$70,900
Water Services	\$31,000
TOTAL	\$520,200

- Estimated costs include allowances for contingencies, administrative, engineering and financing costs

Assessments



- Assessment policy:
 - Sanitary Sewer Services– 100% Assessable
 - Water Services – 100% Assessable
 - Balance of Project Costs (Street Reconstruction, Sanitary Sewer, Watermain, and Storm Sewer) – 40% Assessable, 60% City Cost
- Assessment Rates based on Estimated project Costs:
 - Sanitary Sewer Main Line (40%) – \$1,210/connection
 - Watermain Mainline (40%) - \$1,570/connection
 - Street & Storm Sewer Reconstruction - (40%) – \$106/foot
 - Sanitary Sewer Services (100%) – \$1,260/connection
 - Water Services (100%) – \$1,690/connection
- Calculated assessments range from \$10,400 to \$19,700

Assessment Cap

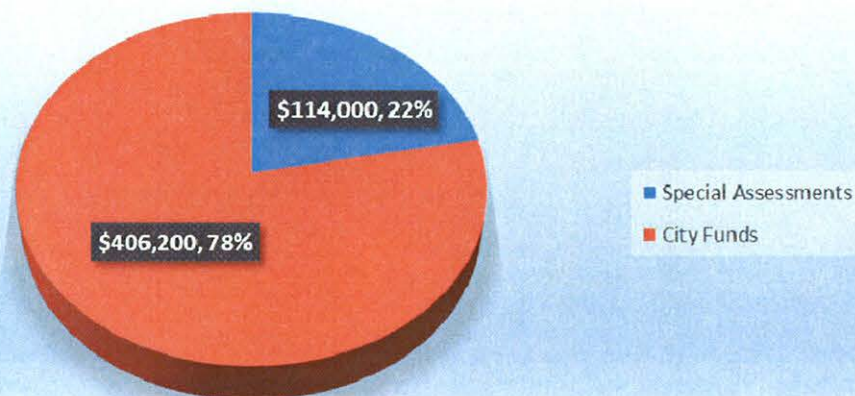


- Assessment cap: \$8,000 assessment cap used on 2016 Roe Crest Drive Reconstruction Project
- Proposed adjustments to assessment cap:
 - Adjustment (reduction) for smaller lot sizes on Jefferson Avenue vs. Roe Crest Drive
 - Adjustment (increase) based on construction cost index from 2016 to 2017
- Proposed adjusted assessment cap for Jefferson Avenue - \$6,000

Proposed Project Funding



Project Funding



Proposed Schedule



Date	Task
December 18, 2017	Neighborhood Meeting
January 2, 2018	Improvement Hearing
March 22, 2018	Open Bids
May 7, 2018	Assessment Hearing
May 29, 2018	Begin Construction (Approx.)
August 31, 2018	End Construction (Approx.)

Questions/Discussion





City of North Mankato, MN

Claims List - Regular

By Vendor Name

Date Range: 1-2-18

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
	Void	12/31/2017	Regular	0	-	88635
00029	AG SPRAY EQUIPMENT	12/31/2017	Regular	0	372.88	88630
00083	ANDERSON-CRANE RUBBER CO. INC.	12/31/2017	Regular	0	117.86	88631
02434	AUSTIN'S AUTO REPAIR CENTER, INC.	12/31/2017	Regular	0	60.00	88632
00124	BAUER'S UPHOLSTERY	12/31/2017	Regular	0	155.00	88633
00136	BENCHS	01/02/2018	Regular	0	500.00	88614
00137	BENCO ELECTRIC COOPERATIVE	12/31/2017	Regular	0	26,854.85	88634
00145	BETTER HOUSEKEEPING VACUUMS, INC.	12/31/2017	Regular	0	96.85	88636
02317	BOEHLKE, LISA	12/31/2017	Regular	0	69.00	88637
00181	BOY SCOUT TROOP #29	01/02/2018	Regular	0	500.00	88615
00234	CENTER POINT ENERGY	12/31/2017	Regular	0	5,470.50	88638
00244	CHILDREN'S MUSEUM OF SOUTHERN MINNESOTA	01/02/2018	Regular	0	1,000.00	88616
00249	CIRCLE INN	01/02/2018	Regular	0	12,000.00	88667
00262	CITY OF ST PETER	12/31/2017	Regular	0	125.33	88639
00274	COALITION OF GREATER MINNESOTA CITIES	01/02/2018	Regular	0	27,983.00	88668
00336	DELTA DENTAL	12/21/2017	Regular	0	1,118.25	88610
02275	DEM-CON MATERIALS & RECOVERY	12/31/2017	Regular	0	202.49	88640
00364	DRUMMER'S GARDEN CENTER & FLORAL	12/31/2017	Regular	0	50.00	88641
00370	ECHO FOOD SHELF	01/02/2018	Regular	0	1,000.00	88617
00401	EXPRESS SERVICES, INC.	12/31/2017	Regular	0	1,158.00	88642
00408	FEEDING OUR COMMUNITIES PARTNERS	01/02/2018	Regular	0	1,500.00	88669
00432	FLEETPRIDE	12/31/2017	Regular	0	13.26	88643
00447	FREE PRESS	12/31/2017	Regular	0	53.76	88644
00462	G & K SERVICES	12/31/2017	Regular	0	175.56	88645
00477	GIRL SCOUTS OF MN & WI RIVER VALLEYS	01/02/2018	Regular	0	500.00	88618
02228	GREATER MINNESOTA PARKS & TRAILS	01/02/2018	Regular	0	225.00	88670
00570	HAZEL L. HOERST	01/02/2018	Regular	0	26,500.00	88671
00557	HIGH SCHOOL GRADUATION CELEBRATION	01/02/2018	Regular	0	500.00	88619
00563	HINIKER HOMES, INC.	12/22/2017	Regular	0	75,221.59	88611
00639	JOHN DEERE FINANCIAL	12/31/2017	Regular	0	148.77	88646
00657	JT SERVICES	12/31/2017	Regular	0	288.00	88647
00720	KWIK TRIP, INC.	12/31/2017	Regular	0	16,633.70	88648
02737	KWS, LLC	12/19/2017	Regular	0	110,689.70	88600
00731	LAGER'S OF MANKATO, INC.	12/31/2017	Regular	0	1,066.90	88649
00746	LAW ENFORCEMENT LABOR SERVICES, INC.	12/19/2017	Regular	0	637.00	88606
00747	LAW ENFORCEMENT TECHNOLOGY GROUP, LL	01/02/2018	Regular	0	5,996.00	88672
00724	LEAGUE OF MINNESOTA CITIES INSURANCE TR	12/31/2017	Regular	0	544.18	88650
00754	LEAGUE OF MINNESOTA CITIES	01/02/2018	Regular	0	675.00	88673
00759	LEEP SUMMER REC	01/02/2018	Regular	0	500.00	88620
00800	MADDEN, GALANTER, HANSEN, LLP	12/31/2017	Regular	0	978.52	88651
00805	MAGFA	01/02/2018	Regular	0	500.00	88621
00810	MANKATO AREA LACROSSE PROGRAM	01/02/2018	Regular	0	500.00	88622
00811	MANKATO AREA PUBLIC SCHOOLS DIST. 77	01/02/2018	Regular	0	3,000.00	88623
00818	MANKATO FAMILY YMCA	01/02/2018	Regular	0	1,000.00	88624
00819	MANKATO FORD, INC.	12/31/2017	Regular	0	401.97	88652
00829	MANKATO PUBLIC SCHOOLS	12/31/2017	Regular	0	144.50	88653
00834	MANKATO UNITED SOCCER CLUB	01/02/2018	Regular	0	500.00	88625
00835	MANKATO WEST ACTIVITIES DEPT	12/31/2017	Regular	0	1,000.00	88654
00837	MANTRONICS MAILING SYSTEMS, INC.	12/31/2017	Regular	0	187.00	88655
02648	MINNESOTA BOARD OF WATER & SOIL RESOU	12/19/2017	Regular	0	1,000.00	88601
00900	MINNESOTA DEPARTMENT OF AGRICULTURE	01/02/2018	Regular	0	10.00	88674
00900	MINNESOTA DEPARTMENT OF AGRICULTURE	01/02/2018	Regular	0	10.00	88675
00936	MINNESOTA POLLUTION CONTROL AGENCY	01/02/2018	Regular	0	23.00	88676
00951	MINNESOTA TRUCK & TRACTOR, INC.	12/31/2017	Regular	0	59.65	88656
02736	MINNESOTA VALLEY COUNCIL OF GOVERNMEI	12/31/2017	Regular	0	70.00	88657
00969	MNMYF FOOTBALL	01/02/2018	Regular	0	500.00	88626
01018	NCPERS MINNESOTA-UNIT 662400	12/19/2017	Regular	0	160.00	88607

02057	OFFICE OF ADMINISTRATIVE HEARINGS	12/21/2017	Regular	0	103.75	88609
01106	PETTY CASH	12/31/2017	Regular	0	24.09	88658
01133	POWERPLAN/RDO EQUIPMENT	12/31/2017	Regular	0	288.13	88659
01208	RIST, ALBERT J.	01/02/2018	Regular	0	26,500.00	88677
01209	RIST, JOHN A.	01/02/2018	Regular	0	26,500.00	88678
01210	RIST, LOREN E.	01/02/2018	Regular	0	26,500.00	88679
01212	RIVER VALLEY FOUNDATION	01/02/2018	Regular	0	200.00	88627
02739	SCOTT COUNTY	12/31/2017	Regular	0	200.00	88660
01297	SOUTH CENTRAL COLLEGE	01/02/2018	Regular	0	1,300.00	88628
01402	TIRE ASSOCIATES	12/31/2017	Regular	0	2,396.12	88661
01416	TOYS FOR TOTS	01/02/2018	Regular	0	500.00	88629
01433	TYLER TECHNOLOGIES	01/02/2018	Regular	0	13,885.03	88680
01439	UNIQUE PAVING MATERIALS CORP.	12/31/2017	Regular	0	1,251.23	88662
01443	UNITED STATES POSTAL SERVICE	12/31/2017	Regular	0	4,000.00	88663
02536	USAQUATICS, INC.	12/19/2017	Regular	0	15,000.00	88602
02536	USAQUATICS, INC.	12/22/2017	Regular	0	3,195.00	88612
01477	VIKING ELECTRIC SUPPLY, INC.	12/31/2017	Regular	0	206.94	88664
01507	WAYNE'S AUTO BODY, INC.	12/31/2017	Regular	0	253.00	88665
01517	WELLS FARGO CORPORATE TRUST SERVICE	01/02/2018	Regular	0	217,595.00	88681
01544	WINTER EQUIPMENT CO., INC.	12/31/2017	Regular	0	10,198.06	88666
02058	CONSOLIDATED COMMUNICATIONS	12/15/2017	Bank Draft	0	202.43	DFT0001662
02058	CONSOLIDATED COMMUNICATIONS	12/21/2017	Bank Draft	0	58.13	DFT0001679
02058	CONSOLIDATED COMMUNICATIONS	12/21/2017	Bank Draft	0	30.08	DFT0001680
02058	CONSOLIDATED COMMUNICATIONS	12/21/2017	Bank Draft	0	160.14	DFT0001681
02058	CONSOLIDATED COMMUNICATIONS	12/21/2017	Bank Draft	0	32.25	DFT0001682
00449	FREE PRESS MEDIA	12/15/2017	Bank Draft	0	287.88	DFT0001666
00608	INGRAM LIBRARY SERVICES	12/28/2017	Bank Draft	0	389.95	DFT0001685
00733	LAKES GAS CO #10	12/20/2017	Bank Draft	0	54.20	DFT0001678
02179	MES (MUNICIPAL EMERGENCY SERVICES)	12/19/2017	Bank Draft	0	1,765.00	DFT0001676
01322	SPRINT	12/22/2017	Bank Draft	0	35.31	DFT0001683
01323	SPS COMPANIES, INC.	12/27/2017	Bank Draft	0	51.47	DFT0001684
01335	STAPLES ADVANTAGE	12/19/2017	Bank Draft	0	69.21	DFT0001677
01377	TELRITE CORPORATION	12/15/2017	Bank Draft	0	231.20	DFT0001665
01470	VERIZON WIRELESS	12/14/2017	Bank Draft	0	30.10	DFT0001663
01470	VERIZON WIRELESS	12/15/2017	Bank Draft	0	725.53	DFT0001664
00063	AMERICAN PEST CONTROL	12/31/2017	EFT	0	200.00	533
00105	AUTO VALUE MANKATO	12/31/2017	EFT	0	214.49	534
00174	BOLTON & MENK, INC.	12/31/2017	EFT	0	187.50	535
00216	C & S SUPPLY CO, INC.	12/31/2017	EFT	0	1,157.00	536
00343	DH ATHLETICS LLC	12/31/2017	EFT	0	669.00	537
00453	FREYBERG PETROLEUM SALES, INC.	12/31/2017	EFT	0	763.40	538
00463	G & L AUTO SUPPLY, LLC	12/31/2017	EFT	0	39.32	539
00460	G AND H READY MIX, LLC	12/31/2017	EFT	0	432.50	540
00476	GIEFER, DANIEL	12/31/2017	EFT	0	36.63	541
00493	GOODWIN, TONY	12/31/2017	EFT	0	250.00	542
00776	LLOYD LUMBER CO.	12/31/2017	EFT	0	145.78	543
00874	MENARDS-MANKATO	12/31/2017	EFT	0	115.84	544
00997	MTI DISTRIBUTING CO	12/31/2017	EFT	0	85.33	545
01036	NICOLLET COUNTY RECORDER/ABSTRACTER	12/31/2017	EFT	0	46.00	546
01179	RED FEATHER PAPER CO.	12/31/2017	EFT	0	262.08	547
01211	RIVER BEND BUSINESS PRODUCTS	12/31/2017	EFT	0	1,841.89	548
01478	VIKING FIRE & SAFETY LLC	12/31/2017	EFT	0	29.19	549
00050	ALPHA WIRELESS COMMUNICATIONS	01/04/2018	EFT	0	100.00	550
00691	KENNEDY & KENNEDY LAW OFFICE	01/04/2018	EFT	0	8,157.60	551
02005	PANTHEON COMPUTERS	01/04/2018	EFT	0	5,544.25	552
					705,244.10	112

Authorization Signatures

All Council

The above manual and regular claims lists for 1-2-18 are approved by:

MARK DEHEN- MAYOR

DIANE NORLAND- COUNCIL MEMBER

WILLIAM STEINER- COUNCIL MEMBER

ROBERT FREYBERG- COUNCIL MEMBER

JAMES WHITLOCK- COUNCIL MEMBER

RESOLUTION NO.

RESOLUTION APPROVING DONATIONS/CONTRIBUTIONS/GRANTS

WHEREAS, the Minnesota Statute 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/grants are approved as follows:

Donor	Restriction	Amount
Denise Painter	Library	\$25.00
Joy Lutzi	Library	\$250.00
Anonymous	Library	\$110.00
Elaine Harkins	Police	\$200.00
Barbara Eide	Police	\$100.00
		\$685.00

Adopted by the City Council this 2nd day of January 2018.

Mayor

City Clerk



1001 Belgrade Ave., PO Box 2055
North Mankato, MN 56003
507-625-4141 Fax: 507-625-4252
www.northmankato.com

For Office Use Only	
APPROVED	_____
DENIED	_____
<input type="checkbox"/> PARK USE	<input type="checkbox"/> AUDIO USE

Application For
PARADE PERMIT

REQUIRED INFORMATION:

- Application for Parade Permit
 - Map of Parade Route
 - \$35 Application Fee
- Thirty (30) days in advance of the parade date.

Name of Applicant	Address	Phone	Email
Emily Byrne	200 12 th Ave S.	612-335-7919	emily.byrne@nmss.org
Sponsoring Organization Name	Address	Phone	
National MS Society	Minneapolis, MN 55415	"	"
Contact during event	Phone		
Emily Byrne	763-670-3017 (cell)		
Event Location	Date	From	Time To
Spring Lake Shelter 1 + 2	May 12, 2018	10am	12:30pm
Occasion for Parade			
Walk MS: Mankato			
Parade Description / Composition			

The route stays in the park + goes around the lake

Estimated Number of Participants: 320

As 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.

Emily Byrne

Applicant

12/19/17

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.

Chief of Police

#701

Date

12-21-2017

Caswell Sports Director

Date

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

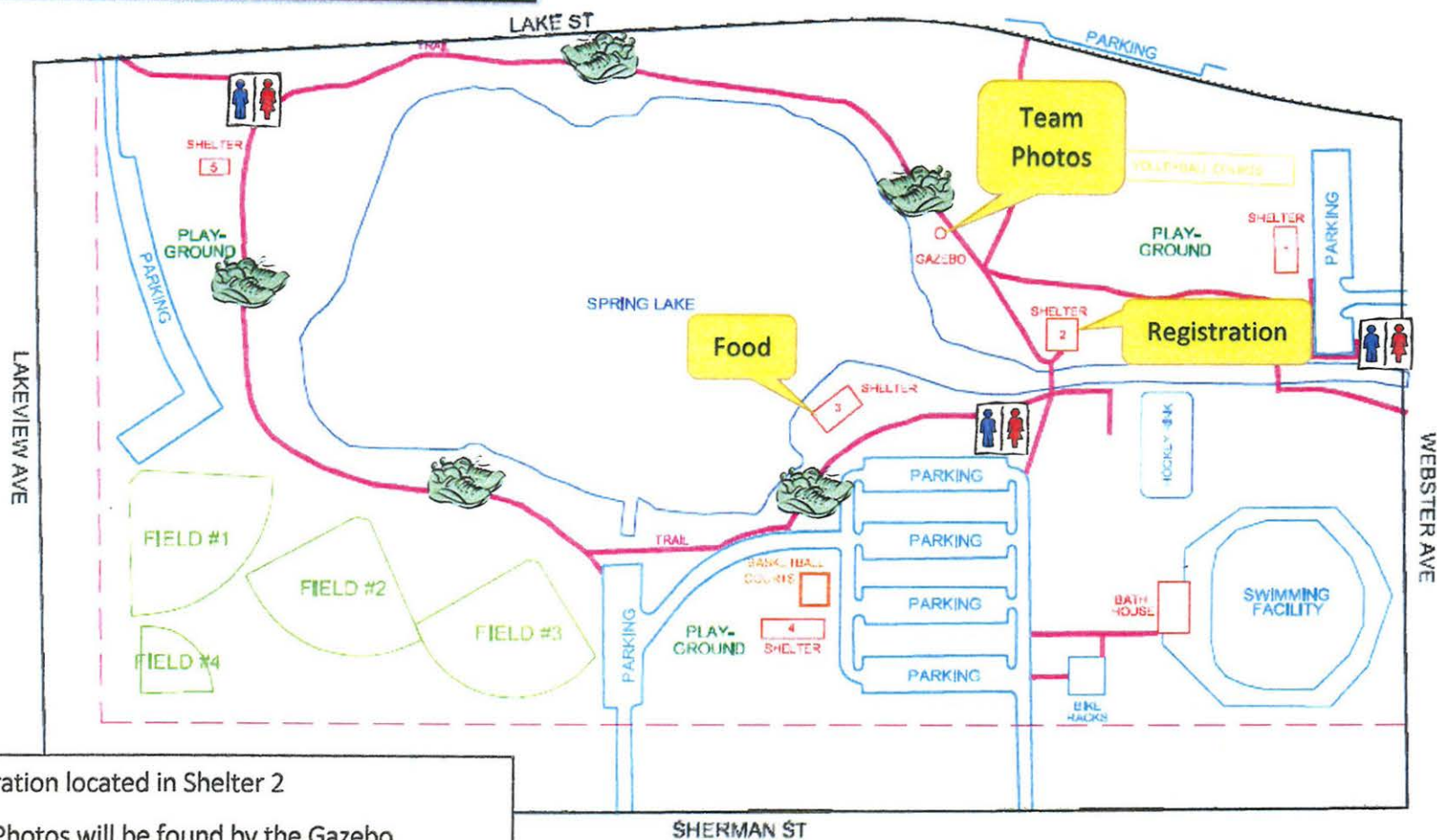
WHEREAS, the federal government has set the standard mileage rate for reimbursement of business mileage at 54.5 cents per mile effective January 1, 2018;



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 54.5 cents per mile effective January 1, 2018.

Adopted this 2nd day of January 2018.

Mayor

City Clerk



- Registration located in Shelter 2
- Team Photos will be found by the Gazebo
- Restrooms 
- Route 



RESOLUTION DESIGNATING OFFICIAL NEWSPAPER

WHEREAS, pursuant to M.S. 412.831, it is necessary for the City to designate a legal newspaper of general circulation within the City as its official newspaper; and

WHEREAS, the *Mankato Free Press* meets such qualifications:

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

That the *Mankato Free Press* is designated the legal newspaper for the City of North Mankato.

Adopted by the City Council this 2nd day of January 2018.

Mayor

ATTEST:

City Clerk

RESOLUTION NO.

RESOLUTION DESIGNATING DEPOSITORIES
FOR THE CITY OF NORTH MANKATO

WHEREAS, it is necessary for the City to designate depositories for City funds and establish the terms therefore;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the following banks are designated as City depositories:

Bremer Bank
Citizens Community Federal
Community Bank
First National Bank Minnesota
Frandsen Bank & Trust
Minnesota Municipal Money Market (4M) Fund
Minnstar Bank
Northern Star Bank
Pioneer Bank
PMA Financial Network
TCF Bank
Wells Fargo Bank
Morgan Stanley
Northland Securities
Oppenheimer & Co. Inc.
UBS Financial Services
Wells Fargo Securities

AND, FURTHER, that the City checking account shall be maintained at Frandsen Bank & Trust and shall be interest-bearing, and that any deposits at any of the aforementioned banks shall be collateralized as required by Minnesota statute.

Adopted by the City Council this 2nd day of January 2018.

Mayor

City Clerk

APPOINTMENTS TO BE MADE JANUARY 2, 2018

1. Appoint BILLY STEINER as Acting Mayor.
2. Reappoint ISAAC KERRY and appoint RANDY KING to the Planning Commission for 4-year terms through 2021.
3. Reappoint BILL BORCHARDT to the Traffic and Safety Committee for a 1-year term.
4. Appoint CRAIG HANSON and reappoint LEON BEMBENEK to the Board of Appeal and Equalization for a 3-year term through 2020.
5. Appoint JANE YOUNGE to the North Mankato Taylor Library Board for 3-year term through 2020.
6. Appoint BOLTON & MENK as Consulting Civil Engineer.
7. Appoint NORTHLAND SECURITIES, INC. as Bond Consultant.
8. Appoint ABDO, EICK & MEYERS as Auditor.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item 12A	Department: Administration	Council Meeting Date: 1/2/18																												
TITLE OF ISSUE: Consider Resolution Ordering Improvement and Preparation of Plans Project No. 17-05 ABCDEF Jefferson Avenue Improvement.																														
BACKGROUND AND SUPPLEMENTAL INFORMATION: A Public Hearing was held earlier in the evening providing an opportunity for residents to respond to the proposed improvement. Council may now decide to order the improvement and prepare the plans.																														
<i>If additional space is required, attach a separate sheet</i>																														
REQUESTED COUNCIL ACTION: Adopt Resolution Ordering Improvement and Preparation of Plans Project No. 17-05 ABCDEF Jefferson Avenue Improvement.																														
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Whitlock	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input 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> </table> Other (specify) _____ _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<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 ORDERING IMPROVEMENT AND PREPARATION OF PLANS
PROJECT NO. 17-05 ABCDEF JEFFERSON AVENUE IMPROVEMENT

WHEREAS, a resolution of the city council adopted the 4th day of December, 2017, fixed a date for a council hearing on Improvement No. 17-05 ABCDEF, the proposed improvement of Jefferson Avenue from Range Street to Cross Street; and

WHEREAS, notice of the hearing was published twice, a week apart, with the last publication being at least three days before the hearing date, and ten days' mailed notice was given, and

WHEREAS, the hearing was held thereon on the 2nd day of January, 2018, at which all persons desiring to be heard were given an opportunity to be heard thereon.

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

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed in the council resolution adopted the 4th day of December, 2017.
3. Such improvement has no relationship to the Comprehensive Plan.
4. Bolton & Menk is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.
5. The City Council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of tax exempt bonds.

Adopted by the City Council this 2nd day of January 2018.

Mayor

ATTEST:

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #12B	Department: Administration	Council Meeting Date: 1/2/18																																		
TITLE OF ISSUE: Consider Setting 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.																																				
BACKGROUND AND SUPPLEMENTAL INFORMATION: The attached ordinance raises the legal minimum age to purchase any tobacco and nicotine products to age 21. Comments will be taken during the Public Hearing.																																				
If additional space is required, attach a separate sheet																																				
REQUESTED COUNCIL ACTION: 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.																																				
Motion By: _____ Second By: _____ <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Vote Record:</td> <td style="width: 10%; text-align: center;">Aye</td> <td style="width: 10%; text-align: center;">Nay</td> <td></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>Whitlock</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>	Vote Record:	Aye	Nay			_____	_____	Norland		_____	_____	Freyberg		_____	_____	Whitlock		_____	_____	Steiner		_____	_____	Dehen	<div style="text-align: center; font-weight: bold; margin-bottom: 10px;">SUPPORTING DOCUMENTS ATTACHED</div> <table style="width: 100%; border-collapse: collapse;"> <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 type="checkbox"/></td> <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> </tr> </table> Other (specify) <u>Public Hearing Notification</u> _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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NOTICE OF PUBLIC HEARING TO
AMEND CITY CODE, CHAPTER 110
BUSINESS REGULATIONS

Notice is hereby given that the City Council of the City of North Mankato, Minnesota, will hold a Public Hearing on Tuesday, January 16, 2018 at 7 p.m. in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, to consider amending the City Code Chapter 110.22, Tobacco; raising the purchasing age for tobacco to twenty-one.

Such persons as desire to be heard with reference to this issue should appear at this meeting. Public comments may be sent to the North Mankato Municipal Building, 1001 Belgrade Avenue, North Mankato, MN 56003.

Dated this 2nd day of January 2018.

April Van Genderen
City Clerk
City of North Mankato

ORDINANCE NO. 93, FOURTH SERIES
AN ORDINANCE OF THE CITY OF NORTH MANKATO, MINNESOTA, AMENDING NORTH
MANKATO CITY CODE, CHAPTER 110, ENTITLED "GENERAL BUSINESS REGULATIONS"

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

Section 1. The North Mankato City Code, Section 110.22, Tobacco is hereby amended by incorporating the following changes:

- (A) Definition. As used in this section, the term **Tobacco** means and includes tobacco in any form, including but not limited to, cigarettes, cigars, bagged, canned or packaged product. **Tobacco-related device** includes any electronic delivery devices and nicotine or lobelia delivery products.
- (B) License required. It is unlawful for any person, directly or indirectly, to keep for retail sale, sell at retail, or otherwise dispose of any tobacco or tobacco related devices in any form unless a license shall be first obtained from the City.
- (C) Restrictions.
 - (1) Separate licenses and stickers for each dispensing machine shall be issued for the sale of tobacco or a tobacco related devices at each fixed place of business, and no license shall be issued for a movable place of business.
 - (2) It is unlawful for any person to sell give away any tobacco or tobacco related device in any form to any person under the age of twenty-one. Licensees shall verify by means of a government issued photographic identification that the person obtaining the tobacco or tobacco related device is over the age of twenty-one
 - (3) Smoking prohibited in tobacco and electronic delivery device retail establishment. Smoking or using electronic delivery device for the purpose of sampling tobacco, tobacco related products, nicotine or lobelia delivery devices shall be prohibited.
 - (4) The use of any electronic delivery device is prohibited anywhere smoking is prohibited by the Minnesota Clean Indoor Act. This section is intended to compliment the Minnesota Clean Indoor Act, M.S. §144.411 to 144.417, as amended from time to time. Nothing in the section authorizes smoking in any location where smoking is restricted by other applicable laws.

Section 2. 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 _____ day of _____ 2018.

Mayor

ATTEST:

City Clerk



City of North Mankato, Minnesota

To: Mayor Dehen & City Council
From: Kevin McCann, Finance Director
Date: December 28, 2017
Re: Water Meter Project

Overview

At various times residents have inquired about technology that would eliminate the need to submit monthly meter readings to the City. Overtime, staff has reviewed the option of moving to an automatic electronic read that would eliminate the need for residents to submit readings. Because the municipality has no cost associated with reading meters the expense required to implement the new technology has always seemed preventative. However, staff believes the issue may continue to be popular with residents and that residents may be willing to pay for the transition and ultimately the convenience of not having to submit monthly readings.

While the municipality currently has no costs associated with reading, the city of North Mankato has a significant number of old meters that have slowly been replaced overtime. Old meters sometimes lose their accuracy which means more water is used than billed. This can raise questions regarding sustainability, water quality, and best practices for the environment. As a result, staff presents this white paper to the City Council for their consideration on whether this idea should be explored any further.

Existing Setup

Water Meters

The City currently has 7,038 meters with 6,641 residential water meters, 389 commercial and multifamily meters, and 8 industrial meters that vary in age from brand new to 20+ years old. Since most of these meters are over 20 years old, they lose their accuracy over time which leads to water not registering as it flows through the meter. With water not registering in the meter, water loss in the system increases and residents aren't incentivized to correct leaks that may go undetected.

Reading the Meters

All current meters are read by the customer and submitted to City Hall with the user's monthly payment or through other means (over the phone, website, e-mail). The reading is entered into the billing software where the water use is calculated for the upcoming month's bill. If high usage is determined, the resident is notified, and another reading is obtained to verify the usage. Often, the reading was provided incorrectly. The self-read meters allow for opportunities where inaccurate readings could be provided incorrectly on accident or possibly fraudulent reasons. The staff has conducted sporadic meter reading checks to verify the reading provided. Often the meter is located in an inconvenient location for the resident to access for obtaining the reading easily. Individuals who fail to provide readings are charged with a no reading fee of \$3.00, and after three months of providing no readings, they receive a \$20 fee and face possible water disconnection.

Consideration

Due to the age of meters, the inconvenience of reading meters, eliminating meter reading charges, and improving water sustainability from lost water, the staff researched a radio-read water meter system.

Water Meters

Several meter providers have a new 99.9% accurate meter (compared to 95% of other meters) with a dedicated 2.0-watt radio frequency which creates the need for fewer antennas around town. There is also a possibility of partnering with local utilities to utilize existing reading systems, however, the cost benefit of this approach has not been finalized yet. The meters are warrantied for full replacement within the first ten years and prorated 10% per year over the next 10 years.

Reading the Meters

The new 2.0-watt radio-read meters will be transmitted to dedicated towers in town. They will most likely be installed on water towers unless additional sites are needed to read the entire town. Currently, a coverage map is being developed to determine ideal tower locations. With these towers, city staff will be able to read the meters right from City Hall. The radio-read system can be set up where readings are conducted monthly, weekly, daily, or even hourly. By obtaining more readings, greater customer service will be provided to water customers where real-time data can be provided on possible leaks. By providing such a service, the city will drastically improve water conservation. The improved accuracy of the meters will also determine very minor leaks that may have gone undetected in the older, less accurate meters. Residents will no longer need to worry about obtaining a meter reading or face a no reading fee.

Estimated Project Costs

The total project costs are estimated at \$3.21 million (this estimate is subject to change and is very preliminary). The breakdown is as follows:

Meters	\$ 1,152,000
Transmitters	\$ 879,750
Installation	\$ 566,800
Software, Set-up, Training	\$ 25,000
Handhelds (2) @ \$6,000/ea.	\$ 12,000
Vehicle Reader	\$ 18,000
Radio Antennas (2) @ \$40,000	\$ 80,000
Annual Maintenance - \$15,000	\$ 225,000
Contingency	\$ 147,928
Professional Services	\$ 25,000
Cost of Issuance	\$ 78,287
TOTAL	\$ 3,209,764

Funding

With the total project cost approximately \$3.21 million, debt issuance will be needed to finance the project. Staff is proposing a 15-year bond issuance to be repaid through water revenue through a dedicated water meter project fee. By estimating a total debt issuance of \$3.25 million (project costs, cost of issuance, and rounding) with a conservative 4.0% interest rate, the annual debt service payment is estimated to be \$295,000/yr. If a 10-year bond was issued, the annual debt service payment would be \$400,000/yr.

With such large costs for each meter, the staff is proposing for the city to own the meter and charge the account a water meter project fee. The upfront meter purchase costs will no longer be required by the property owner. The City will now own the meter and charge a monthly fee to each account based on the size of the meter. The reason for the dedicated fee is to fund the project with a dedicated funding source while creating transparency for the water customer. The fee would be based upon the cost of the meter size as shown in *Chart 1* below. Although the actual meter costs vary by size, most of the other costs are evenly split amongst all sizes. For instance, the transmitters are all the same price; installation is estimated to be \$80/hour with larger meters taking longer to install, software and equipment costs were split evenly amongst all meters, and finally the soft costs of contingency, professional services, and cost of issuance were also split evenly. These total costs were then amortized similar to the 15-year bond to come up with a Monthly Meter Charge ranging from \$3.25 to \$49.50 per month as shown in *Chart 2*. If a 10-year bond was issued the Monthly Meter Charge would range from \$4.35 to \$68.00/month, roughly a 1/3 more per month.

		Per Unit Costs						
Meter Sizes	Quantity	Software &					TOTAL	
		Meters	Transmitters	Installation	Equip. Costs	Soft Costs		
5/8"	6,582	\$ 125	\$ 125	\$ 80	\$ 51	\$ 36	\$ 417	
3/4"	59	\$ 125	\$ 125	\$ 80	\$ 51	\$ 36	\$ 417	
1"	225	\$ 195	\$ 125	\$ 80	\$ 51	\$ 36	\$ 487	
1.5"	72	\$ 500	\$ 125	\$ 80	\$ 51	\$ 36	\$ 792	
2"	69	\$ 2,000	\$ 125	\$ 80	\$ 51	\$ 36	\$ 2,292	
2" Compound	23	\$ 3,000	\$ 125	\$ 160	\$ 51	\$ 36	\$ 3,372	
3"	3	\$ 3,500	\$ 125	\$ 240	\$ 51	\$ 36	\$ 3,952	
3" Compound	3	\$ 4,500	\$ 125	\$ 320	\$ 51	\$ 36	\$ 5,032	
4" Compound	1	\$ 5,000	\$ 125	\$ 400	\$ 51	\$ 36	\$ 5,612	
6"	1	\$ 6,000	\$ 125	\$ 480	\$ 51	\$ 36	\$ 6,692	

Chart 1

Monthly Meter Charge

Meter Sizes	Quantity	Customer		City
		Monthly Meter Cost - 15 years	Yearly Total	Total
5/8"	6,582	\$ 3.25	\$ 39.00	\$ 256,698
3/4"	59	\$ 3.25	\$ 39.00	\$ 2,301
1"	225	\$ 3.75	\$ 45.00	\$ 10,125
1.5"	72	\$ 6.00	\$ 72.00	\$ 5,184
2"	69	\$ 17.00	\$ 204.00	\$ 14,076
2" Compound	23	\$ 25.00	\$ 300.00	\$ 6,900
3"	3	\$ 30.00	\$ 360.00	\$ 1,080
3" Compound	3	\$ 37.25	\$ 447.00	\$ 1,341
4" Compound	1	\$ 41.75	\$ 501.00	\$ 501
6"	1	\$ 49.50	\$ 594.00	\$ 594
TOTAL	7,038			\$ 298,800

Chart 2

Next Steps

If the City Council wishes to pursue this project in the near future, staff proposes to hold some open houses on the proposed project to see if residents are willing to pay more per month for a more accurate, customer friendly meter. Staff also proposes to work with MN Rural Water to help facilitate an RFP for the meter replacement project. Staff would also start to work with PFA and/or Northland Securities on financing the project and repayment options including estimating improved water usage collections to help offset the monthly meter charge costs.

LOCAL GOVERNMENT RESOLUTION **BUSINESS DEVELOPMENT INFRASTRUCTURE APPLICATION**

BE IT RESOLVED that the City of North Mankato act as the legal sponsor for project(s) contained in the Business Development Infrastructure Application submitted on October 19, 2017 and that John Harrenstein, City Administrator and Mike Fischer, Community Development Director are hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of the City of North Mankato.

BE IT FURTHER RESOLVED that the City of North Mankato has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure matching funds, adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that the City of North Mankato has not violated any Federal, State, or local laws pertaining to fraud, bribery, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the state, the City of North Mankato, may enter into an agreement with the State of Minnesota for the above-referenced project(s), and that it will comply with all applicable laws and regulations as stated in all contract agreements.

BE IT FURTHER RESOLVED that upon approval of its application by the state, the City of North Mankato will commit \$460,005 towards the local match requirement.

BE IT FURTHER RESOLVED that the City of North Mankato will the repay the grant if milestones are not realized by the completion date identified in the Application.

The City of North Mankato certifies that it will comply with all applicable laws, regulations, and rules of the Business Development Infrastructure Application.

NOW, THEREFORE BE IT RESOLVED that John Harrenstein, City Administrator and Mike Fischer, Community Development Director, or their successors in office, are hereby authorized to execute such agreements, and amendments thereto, as are necessary to implement the project(s) on behalf of the applicant.

I CERTIFY THAT the above resolution was adopted by the City Council of the City of North Mankato on January 2, 2018.

SIGNED:

WITNESSED:

City Administrator January 2, 2018

Mayor January 2, 2018

SIGNED:

WITNESSED:

Community Development Director January 2, 2018

City Clerk January 2, 2018



2016

Water Fluoridation Quality Award

NORTH MANKATO

State of Minnesota

The Centers for Disease Control and Prevention commends this water system for its consistent and professional adjustment of the fluoride content to the recommended level for oral health for 12 consecutive months in 2016. High quality water fluoridation, as demonstrated by this water system, is a safe and effective method to prevent tooth decay and improve the oral health of all community residents.

A handwritten signature in blue ink, reading "Casey Hannan".

Casey Hannan, MPH
Director (Acting), Division of Oral Health
National Center for Chronic Disease Prevention and Health Promotion
Centers for Disease Control and Prevention

A handwritten signature in blue ink, reading "Kip Duchon".

Kip Duchon, MS, PE
National Fluoridation Engineer, Division of Oral Health
National Center for Chronic Disease Prevention and Health Promotion
Centers for Disease Control and Prevention



**U.S. Department of
Health and Human Services**
Centers for Disease
Control and Prevention



PROTECTING, MAINTAINING & IMPROVING THE HEALTH OF ALL MINNESOTANS

December 1, 2017

North Mankato City Council
Mr. John Harrenstein, Admr.
North Mankato City Hall
1001 Belgrade Avenue, Box 2055
Box 2055
North Mankato, MN 56002-2055

Dear Mr. John Harrenstein Admr.:

The Minnesota Department of Health Oral Health Program and Drinking Water Protection Section are pleased to present you with the **2016 Water Fluoridation Quality Award**. This award, created by the Centers for Disease Control and Prevention (CDC), recognizes those public water systems (PWSs) that adjust the fluoride concentration in drinking water and achieve a monthly average fluoride level that is in the optimal range for 12 consecutive months in a calendar year, as documented in the CDC Water Fluoridation Reporting System (WFRS).

CDC initiated the Water Fluoridation Quality Awards program to recognize outstanding performance in fluoridation management by public water systems. In Minnesota, 104 of 603 possible fluoridating community PWSs are receiving awards for 2016.

You can use your Quality Award to promote health through community water fluoridation. Receiving this award provides you with an opportunity to highlight the excellent work being done by your water system. To assist you in promoting this achievement we are enclosing a press release template that can be tailored for your community. An electronic copy of the template is available upon request.

Congratulations on this outstanding effort and thank you for providing safe, dependable drinking water for your community. If you have any questions about the award or the press release, please contact either David Rindal at (651) 201-4660 and david.rindal@state.mn.us or Clare Larkin at (651) 201-4230 and clare.larkin@state.mn.us.

Sincerely,

A handwritten signature in cursive script that reads 'Prasida Khanal'.

Prasida Khanal, MPH, BDS
Director, Oral Health Program
Minnesota Department of Health

A handwritten signature in cursive script that reads 'Randy Ellingboe'.

Randy Ellingboe
Manager, Drinking Water Protection Section
Minnesota Department of Health