

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 November 5, 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 Whitlock, Steiner, and Norland, City Administrator Harrenstein, Finance Director McCann, Attorney Kennedy, Community Development Director Fischer, Public Works Director Host, and City Clerk Van Genderen. Absent: Council Member Freyberg.

### **Approval of Agenda**

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

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

**Council Member Norland moved, seconded by Council Member Steiner, to approve the minutes of the Council meeting of October 15, 2018. Vote on the motion: Whitlock, Steiner, Norland, and Dehen aye; no nays. Motion carried.**

### **Consent Agenda**

**Council Member Norland moved, seconded by Council Member Whitlock, to approve the Consent Agenda.**

- A. Bills and Appropriations.
- B. Res. No. 83-18 Approving Donations/Contributions/Grants.
- C. Res. No. 84-18 Consent Assessment Agreement-507 Cornelia Street.
- D. Approved the Memorandum of Understanding with the Anthony Ford Fund.
- E. Res. No. 85-18 Approving the Assignment of the Charter Cable Franchise.

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

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

Lucy Lowry, 2263 North Ridge Drive, appeared before Council and requested clarification on the next steps for the Commerce Drive Improvement Project as there was a discussion about public engagement and hearings. Mayor Dehen commented that the agenda item has the preliminary engineering report and the project will be taken out for public comment.

### **Business Items**

**Res. No. 86-18 Receiving Feasibility Report and Calling Hearing for Project No. 18-05 DEF Commerce Drive Improvement Project.**

City Engineer Dan Sarff appeared before Council and reviewed the proposed project. The plan is included in the City's Capital Improvement Plan for 2019 and significant State and Federal funds have been secured for the project. The project is on Commerce Drive from just east of Lookout Drive to just west of Lor Ray Drive. The improvements include removal and installation of bituminous pavement with aggregate base & edge drain, isolated replacement of curb and gutter, ADA pedestrian ramp and sidewalk improvements, concrete multi-use trail construction, driveway entrance construction modifications, street light improvements and additional improvements. City Engineer Sarff noted the area is mixed use and provides access to approximately 44 businesses and is a primary access point for Taylor Corp businesses. The traffic vpd is 11,500 between Lor Ray Drive and Roe

Crest Drive and 4,400 vpd between Roe Crest Drive and Lookout Drive. Between 2011 and 2015 there were a total of 15 crashes. City Engineer Sarff reviewed the street and surface structure of Commerce Drive and noted that the City utilities that were installed in the 1970s are in good condition. Commerce Drive has 73 access points and with the high traffic volumes and numerous access points safety and mobility is degraded. Discussions with Commerce Drive businesses during the Commerce Drive Development Plan have included reducing the number of access points to businesses if they have multiple accesses. Reactions to these discussions varied widely with some interested or willing to discuss reducing accesses and other businesses rejecting the idea. City Engineer Sarff indicated the City could work with those interested or they could consider a process of condemnation if the Council wanted to close certain accesses. Attorney Kennedy reported businesses could respond with a process of inverse condemnation. Council Member Steiner stated he opposed forcing access closures. City administrator Harrenstein noted this maybe a topic for longer discussion. City Engineer Sarff reviewed the proposed improvements including reconstruction of approximately 400' east of Commerce Lane to Lor Ray and a bituminous overlay on the portion from Lookout Drive east of Commerce Lane to Lor Ray Drive. He indicated there were also proposed lighting and streetscaping improvements which include wider sidewalks and a multi-use trail, enhanced lighting, street trees, branding and wayfinding, gateway enhancements, pedestrian nodes and the inclusion of art. City Engineer Sarff reviewed the estimated cost of the project which totaled \$2,796,000, with federal funding of \$1,159,414, state funding of \$700,000 and City funding of \$936,586. City Engineer Sarff indicated it was anticipated that a portion of the cost would be assessed. City staff was working on a preliminary assessment roll. Council Member Norland noted she approved of the trail and sidewalk which would improve walkability of the corridor. Mayor Dehen requested information on a mid-block crossing between Roe Crest Drive and Lor Ray Drive. City Engineer Sarff reported an access point would need to be closed and the affected business was not interested in closing the access. City Administrator Harrenstein indicated this discussion should maybe be explored and citizen input collected. City Administrator Harrenstein thanked City Engineer Sarff for his work on obtaining the funding for the project. He indicated this is a great project that will improve a busy street. Mayor Dehen requested staff continue to pursue a pedestrian crossing on the east end and continue discussion with Kwik Trip. City Attorney Kennedy indicated that since a portion of the project will be assessed the City needs to be aware of assessing the added value not necessarily a specific cost.

### **Open Forum**

Tom Hagen, 927 Lake Street, appeared before Council and read a portion of a Wall Street Journal article encouraging useful public engagement.

Phil Henry, 1300 Noretta Drive, appeared before Council and reported scammers have been calling his phone. He also indicated he had seen deer between Lee Boulevard and Lor Ray Drive.

### **City Administrator and Staff Comments**

Public Works Director Host stated leaf pick-up would continue and ravine inspections will begin the week of November 5, 2018.

Finance Director McCann reported a budget work session would be held on November 19, 2018, at 6:00 p.m.

City Clerk Van Genderen encouraged voters to get out and vote on November 6, 2018 and thanked election judges for their work.

**Mayor and Council Comments**

Council Member Norland reported she attended a workshop on racial equity and how we should live it out. She also reported attending Blue Zone meetings and indicated the City was making strides toward promoting health.

Council Member Steiner reported at the last HRA Meeting the board was able to view the updates completed to the building. He indicated everything looks good and the updates were needed.

Mayor Dehen reported that on December 4th the first Time to Talk session hosted by the YWCA would be held. He reported the Blue Zones initiative was moving forward and if the community decided to pursue a Blue Zone designation, there would be a lot of volunteer opportunities, along with full-time staffing of the initiative.

There being no further business, on a motion by Council Member Norland, seconded by Council Member Steiner, the meeting adjourned at 7:45 p.m.

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Mayor

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City Clerk

**NOTICE OF PUBLIC HEARING  
PROJECT NO. 18-05 DEF COMMERCE DRIVE 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 November 19, 2018, to consider the making of Improvement No. 18-05DEF, an improvement on Commerce Drive from Lookout Drive to Lor Ray Drive, pursuant to Minn. Stat. §429.011 to 429.111. The estimated cost of the improvement is \$2,796,000. 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 November 7, and November 14, 2018.

## Improvement Hearing

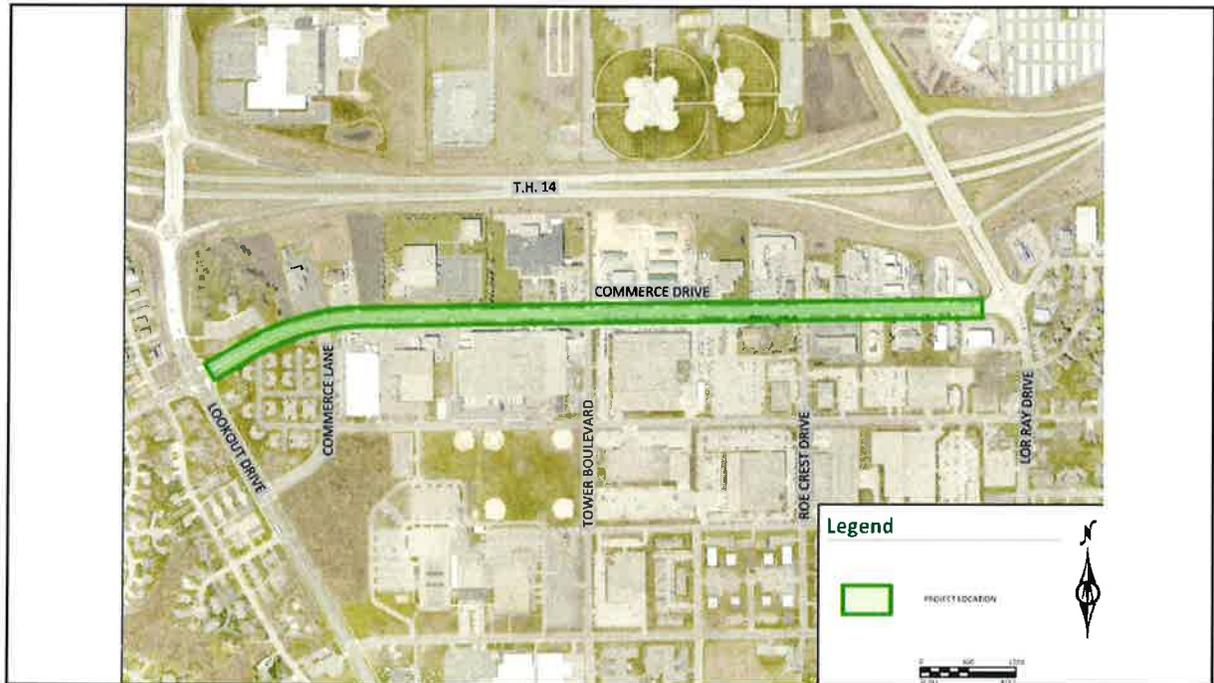


2019 Commerce Drive Improvement Project  
Project 18-05 DEF

**BOLTON & MENK**  
Real People. Real Solutions.  
November 19, 2018

## Project Location/Background

- Project included in City's Capital Improvement Plan for 2019
- Significant state and federal funds secured for the project
- Project Location: Commerce Drive from just east of Lookout Drive to just west of Lor Ray Drive
- Improvements proposed:
  - Removal and installation of bituminous pavement with aggregate base & edge drain.
  - Isolated replacement of curb & gutter.
  - ADA pedestrian ramp and sidewalk improvements.
  - Concrete multi-use trail construction.
  - Driveway entrance construction/modifications.
  - Street light improvements
  - Miscellaneous streetscaping improvements



## Existing Conditions



- Land Use:
  - Variety of land use: retail, commercial, manufacturing, professional, church
  - Provides direct access to approximately 44 businesses
  - Primary access points for Taylor Corp businesses
- Traffic Operations
  - 11,500 vpd between Lor Ray Drive and Roe Crest Drive
  - 4,400 vpd between Roe Crest Drive and Lookout Drive
  - Three lane configuration
  - 15 total crashes on Commerce Drive between 2011 and 2015
    - Most property damage only
    - No serious injury or death
    - No pedestrian or bicycle related crashes on the corridor

## Existing Conditions (continued)

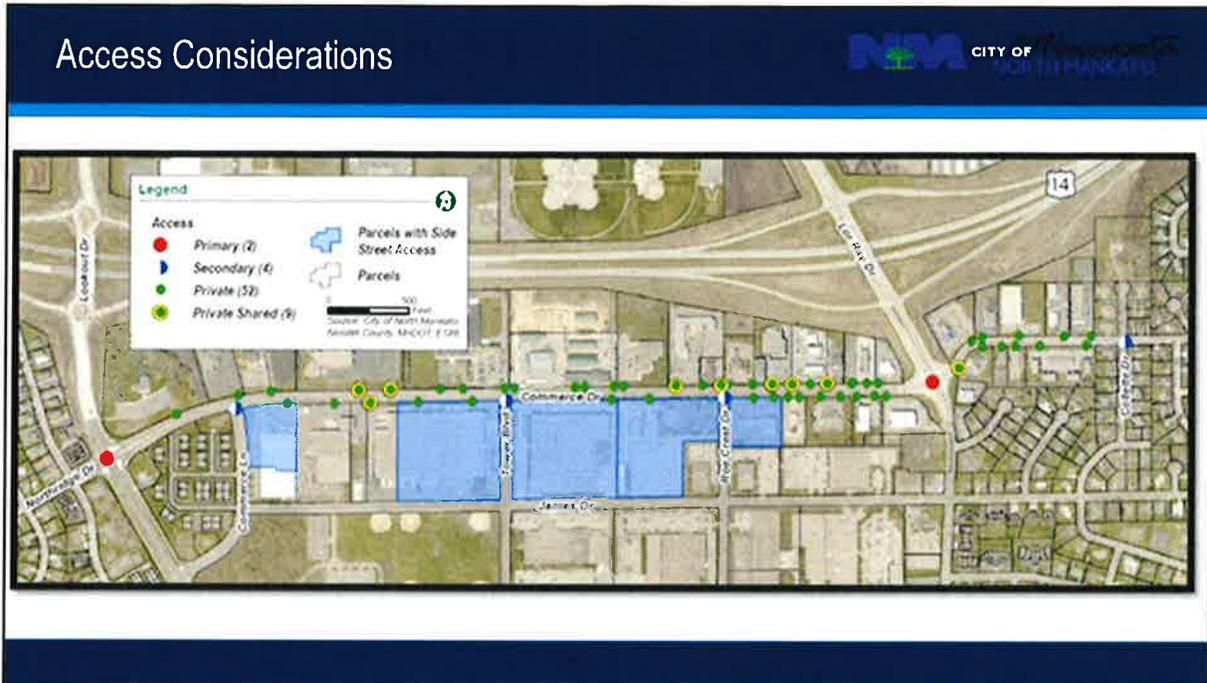


- Street and Surface – from approx. 400' east of Commerce Lane to Lor Ray Drive:
  - Originally constructed in 1977
  - 52-feet wide with 3-lane configuration
  - Existing pavement - "full-depth" bituminous pavement – poor condition
  - 4' wide concrete sidewalk on the south side of the street
  - 6' wide concrete sidewalk on the north side between Roe Crest Drive and Lor Ray Drive
  - No existing sidewalk on the north side west of Roe Crest Drive
- Street and Surface – from Lookout Drive to approx. 400' east of Commerce Lane
  - Reconstructed and realigned in 1998 to align with Northridge Drive
  - 52-feet wide with 3-lane configuration
  - Existing pavement – 7" bituminous and 21" aggregate base - structurally in good condition
  - 8' wide concrete sidewalk on the south side of the street
- City Utilities:
  - Existing sanitary sewer, watermain and storm sewer installed in the 1970's
  - According to public works and utilities staff – utilities are in good condition

## Access Considerations



- 73 access points on Commerce Drive
- High traffic volumes & numerous access points degrade safety and mobility
- Many businesses have multiple accesses:
  - Conflicting left-turn movements
  - Driver confusion
  - Congestion
- Feedback during Commerce Drive ADP preparation –
  - Number of access points is excessive
  - May deter patrons from visiting area retail.



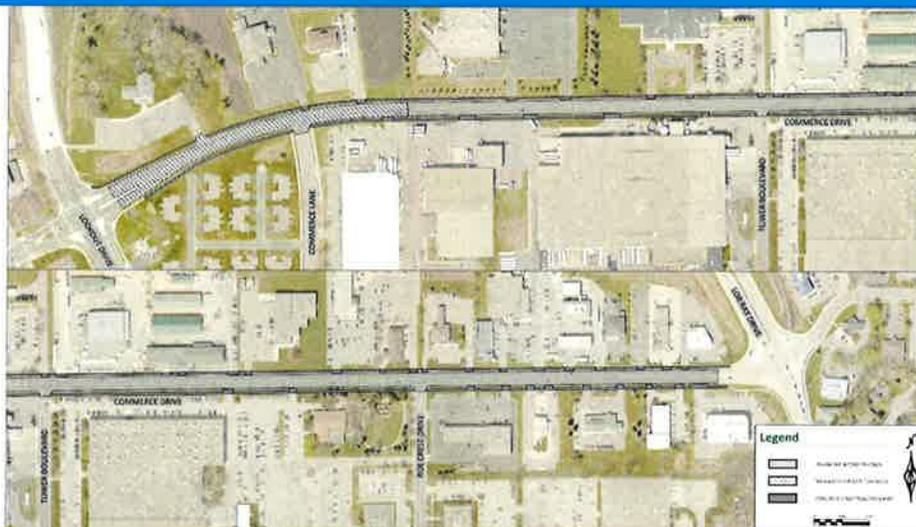
- ## Access Considerations (continued)
- Discussions w/ property owners during preparation of Commerce Drive ADP:
    - Property owners having multiple accesses
    - Goal - encourage closing one driveway when multiple accesses available
    - None of the proposed access closures or consolidations would have eliminated direct access to the business from Commerce Drive
  - Reactions to these discussions varied considerably:
    - Several were open to considering access modifications
    - Others were adamantly opposed to any changes
  - Modification of business accesses without the consent of property owner:
    - Compensation to the property owner likely be required
    - Time consuming process
  - Proposed action based on direction from City Council:
    - Continue to pursue voluntary access consolidations at critical locations
    - Consider further access consolidations be considered in the future when redevelopment occurs

## Proposed Improvements

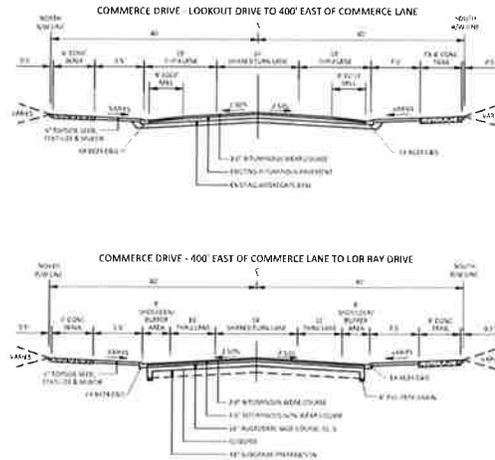


- **Street and Surface:**
  - From approx. 400' east of Commerce Lane to Lor Ray Drive:
    - Reconstruct the pavement section - 7 inches of bituminous surfacing, 18 inches of Class 6 aggregate base, geogrid, and edge drains, all placed on a prepared subgrade
    - Isolated replacement of existing curb & gutter
  - From Lookout Drive to 400' east of Commerce Lane to Lor Ray Drive:
    - Pavement is structurally in good condition
    - Edge mill and overlay 2" bituminous surfacing
  - 8' wide concrete multi-use trail and pedestrian ramps on the south side
  - 6' wide sidewalk tentatively proposed on the north side
  - Re-striped to provide one drive lane in each direction and a continuous left turn lane
  - Restored boulevards and disturbed areas with topsoil and seed
- **Storm sewer:**
  - Storm sewer improvements will be required to address street and intersection flooding in several areas
- **City Utilities:**
  - Existing utilities are in good condition - no improvements proposed at this time

## Proposed Street & Surface Improvements



## Proposed Typical Sections



## Proposed Improvements (continued)



- **Lighting and Streetscaping:**
  - Wider sidewalks and multi-use trail – as previously discussed
  - Enhanced Lighting – new decorative street lights are proposed throughout the project corridor.
  - Street trees:
    - Some existing trees will be removed for wider sidewalk and the multi-use trail
    - New trees are proposed - replace and supplement those removed
  - Branding and wayfinding
  - Gateway enhancements
  - Pedestrian nodes:
    - Place where people gather
    - Possibly at intersection of paths of travel
    - Possibly benches, waste receptacles, planters, etc.
    - Possibly incorporate public art
  - Design of final streetscaping, branding, wayfinding, gateway enhancements and pedestrian nodes has not been finalized
  - Working in conjunction with Twin Rivers Council for the Arts
  - Further details will be provided as the design process progresses.

## Construction Staging and Detour



- Detailed construction staging and traffic control/detour plan will be developed during the final design
- Goal - maintain access to existing businesses to the extent possible
- Construction staging to minimize interruptions to access and impacts to businesses
- **Detour:**
  - Through traffic will be routed around the project corridor
  - Portions of the detour will likely remain in place throughout the duration of the street/pavement construction (estimated to be approximately 6 to 8 weeks)
  - Traffic may be restored to segments of the roadway utilizing Tower Boulevard and Roe Crest Drive as the pavement reconstruction is completed
- The sidewalk, trail and street lighting construction may be completed under traffic to minimize the interruption of access to businesses.

## Estimated Project Costs



Estimated Project Costs	
Item	Estimated Cost
Street Reconstruction	\$1,880,000
Street Mill & Overlay	\$69,000
Concrete Sidewalk	\$199,000
Concrete Trail	\$215,000
Street Lighting	\$371,000
Streetscaping Elements	\$62,000
<b>Total:</b>	<b>\$2,796,000</b>

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

## Estimated Funding



Estimated Funding	
Funding Source	Estimated Amount
Federal Funds (STP Small Urban)	\$1,159,414
State Fund (LRIP)	\$700,000
City Funds/MSA Funds/Special Assessments	\$936,586
<b>Total:</b>	<b>\$2,796,000</b>

## Assessments



- Special assessments will be utilized to fund a portion of the project costs
- City's assessment policy:
  - 40% the of the proposed street and surface reconstruction, sidewalk, trail and lighting costs assessed to benefitting properties
  - Special assessments to be calculated on a front footage basis
  - Assessment rate per policy results in excessively high assessments (\$158/lin. ft.)
  - Policy includes provisions for making adjustments/capping calculated assessments

## Possible Assessment Rate Reduction



- Pro-rate assessment cap from previous projects:
  - Include only street reconstruction portion (no sanitary sewer and watermain)
  - Convert per lot cap to reduced linear foot assessment rate
  - Proposed reduced assessment rate = approx. \$67/lin. ft. (approx. 42% of calculated rate)
- Typical assessments under this scenario for assessment rate adjustment:

Assessable Footage	Assessment per Policy (\$158/lin. ft.)	Assessment with Reduced Assessment Rate (\$67/lin. ft.)
72'	\$11,376	\$4,824
150'	\$23,700	\$10,050
300'	\$47,400	\$20,100
660'	\$104,280	\$44,220

- Maintains equitability with previous assessment projects (e.g. Roe Crest Drive, Jefferson Avenue)
- Complies with statutory requirement that assessment amount > 20% of G.O. bond amount
- City staff has met with several property owners to review possible assessments

## Proposed Schedule



Date	Task
November 5, 2018	Resolution Receiving Report and Calling for Hearing on Improvements
November 19, 2018	Improvement Hearing
November 19, 2018	Resolution Ordering Improvement and Preparation of Plan and Specifications
March 4, 2019	Resolution Approving Plans and Specifications and Ordering Advertisement for Bids
March 26, 2019	Open Bids
April 1, 2019	Resolution Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment
April 1, 2019	Resolution for Hearing on Proposed Assessment
May 6, 2019	Assessment Hearing
May 6, 2019	Resolution Adopting Assessment
May 6, 2019	Resolution Awarding Contract
June 10, 2019	Begin Construction (Approx.)
August 30, 2019	End Construction (Approx.)



# Claims List - Regular

By Vendor Name

Date Range: 11-19-18

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: APBNK-APBNK</b>						
00029	AG SPRAY EQUIPMENT	11/19/2018	Regular	0	26.03	90143
00078	ANDERSON, DOROTHY	11/19/2018	Regular	0	75.00	90144
02754	ASCAP	11/19/2018	Regular	0	354.13	90145
02883	BAUER, KATHLEEN	11/19/2018	Regular	0	75.00	90146
00177	BORUFF, CAROL	11/19/2018	Regular	0	80.00	90147
00189	BRAUN INTERTEC CORPORATION	11/19/2018	Regular	0	3,947.50	90148
02414	BULLERT, DAVID	11/19/2018	Regular	0	75.00	90149
02876	CARLSON, ROBERT	11/19/2018	Regular	0	80.00	90150
00226	CARPET CARE	11/19/2018	Regular	0	2,400.00	90151
02757	CINTAS	11/19/2018	Regular	0	180.80	90152
00300	COUNTRYSIDE TREE SERVICE	11/19/2018	Regular	0	6,050.00	90153
00303	CRAWLER WELDING, INC.	11/19/2018	Regular	0	716.63	90154
00313	CURB APPEAL OF SOUTHERN MINNESOTA, INC	11/19/2018	Regular	0	4,175.00	90155
02881	DATE, JUDITH	11/19/2018	Regular	0	80.00	90156
00331	DE MARS CONSTRUCTION	11/19/2018	Regular	0	56,566.23	90157
00344	DIAMOND VOGEL PAINT CENTER	11/19/2018	Regular	0	18.80	90158
00379	EILDERS, MARCELLA	11/19/2018	Regular	0	80.00	90159
00387	EMERGENCY AUTOMOTIVE TECHNOLOGY, INC	11/19/2018	Regular	0	292.74	90160
02489	ERNST, LYNDA	11/19/2018	Regular	0	80.00	90161
00399	ETZELL, KAREN	11/19/2018	Regular	0	80.00	90162
00401	EXPRESS SERVICES, INC.	11/19/2018	Regular	0	1,080.03	90163
00432	FLEETPRIDE	11/19/2018	Regular	0	255.60	90164
02407	GEISTFELD, ERNEST	11/19/2018	Regular	0	80.00	90165
02939	GELDNER UNDERGROUND, INC.	11/19/2018	Regular	0	845.50	90166
02891	GLOBAL SPECIALTY CONTRACTORS, INC.	11/19/2018	Regular	0	520,233.00	90167
00524	HALSTEAD, WILLIAM	11/19/2018	Regular	0	170.50	90168
02879	HANSON, MAE	11/19/2018	Regular	0	152.50	90169
02940	HARDLINE EQUIPMENT	11/19/2018	Regular	0	2,458.73	90170
02880	HILLESHEIM, STACY	11/19/2018	Regular	0	72.50	90171
00563	HINIKER HOMES, INC.	11/06/2018	Regular	0	12,257.85	90135
00566	HIRVELA, JAMES	11/19/2018	Regular	0	75.00	90172
02415	HOHERTZ, SHARON	11/19/2018	Regular	0	72.50	90173
00579	HOOEY, PATRICIA	11/19/2018	Regular	0	75.00	90174
00590	HUDSON, DAVID	11/19/2018	Regular	0	176.00	90175
02154	I STATE TRUCK CENTER	11/19/2018	Regular	0	115,008.46	90176
02429	J D TRUFFLES CATERING	11/19/2018	Regular	0	335.00	90177
02917	JENNINGS, STROUSS & SALMON, P.L.C.	11/19/2018	Regular	0	3,800.00	90178
00639	JOHN DEERE FINANCIAL	11/19/2018	Regular	0	121.05	90179
02675	JOHNSON AGGREGATES	11/19/2018	Regular	0	242.90	90180
02421	JOHNSON, CHARLES	11/19/2018	Regular	0	77.50	90181
00644	JOHNSON, JEAN	11/19/2018	Regular	0	72.50	90182
02411	JUDKINS, WES	11/19/2018	Regular	0	155.00	90183
00676	KEELEY FARM DRAINAGE/LANDSCAPE SUPPLIE	11/19/2018	Regular	0	58.00	90184
00686	KEMP, JANIS	11/19/2018	Regular	0	80.00	90185
02406	KENDALL, KAY	11/19/2018	Regular	0	157.50	90186
00690	KENNEDY & GRAVEN CHARTERED	11/19/2018	Regular	0	131.25	90187
00692	KEY CITY AUTO PARTS, INC.	11/19/2018	Regular	0	35.00	90188
00697	KIRSCHBAUM, JAMES	11/19/2018	Regular	0	75.00	90189
00698	KLASEUS, LORRAINE	11/19/2018	Regular	0	80.00	90190
00704	KLUTE, SUSAN	11/19/2018	Regular	0	148.50	90191
02928	LAROCHELLE, DAVID	11/19/2018	Regular	0	100.00	90192
02882	LINDFORS, PAUL	11/19/2018	Regular	0	120.00	90193
00785	LOVIK, CAROLYN	11/19/2018	Regular	0	80.00	90194
00797	MAC TOOLS DISTRIBUTOR	11/19/2018	Regular	0	169.99	90195
02873	MACCABEE, MICHELANGELO	11/19/2018	Regular	0	80.00	90196
02884	MACCABEE, RACHEL	11/19/2018	Regular	0	75.00	90197
00800	MADDEN, GALANTER, HANSEN, LLP	11/19/2018	Regular	0	2,113.37	90198

00812	MANKATO BEARING COMPANY	11/19/2018	Regular	0	128.29	90199
00829	MANKATO PUBLIC SCHOOLS	11/19/2018	Regular	0	75.00	90200
00847	MATHESON TRI-GAS, INC.	11/19/2018	Regular	0	134.91	90201
00875	METRO SALES, INC.	11/19/2018	Regular	0	120.00	90202
00881	MEYER, ROBERT	11/19/2018	Regular	0	80.00	90203
02413	MEYERS, DIANE	11/19/2018	Regular	0	80.00	90204
00884	MIDDLETON, JAMES E	11/19/2018	Regular	0	75.00	90205
00885	MIDLER, MARK	11/19/2018	Regular	0	77.50	90206
02532	MIKE'S LLC	11/08/2018	Regular	0	4,971.42	90140
02055	MINNESOTA/WISCONSIN PLAYGROUND	11/09/2018	Regular	0	55,732.68	90141
02486	MORK, KATHY	11/19/2018	Regular	0	75.00	90207
00979	MORK, STEVE	11/19/2018	Regular	0	170.50	90208
00985	MOSS & BARNETT	11/19/2018	Regular	0	975.00	90209
01021	NEIR, HELEN	11/19/2018	Regular	0	95.00	90210
01026	NERE, MARY	11/19/2018	Regular	0	75.00	90211
01037	NICOLLET COUNTY	11/09/2018	Regular	0	572.46	90142
02060	NORTHERN COMFORT	11/19/2018	Regular	0	157.70	90212
01076	OLD DOMINION BRUSH	11/19/2018	Regular	0	189.25	90213
02420	OLIVER, DANIEL	11/19/2018	Regular	0	152.50	90214
01106	PETTY CASH	11/19/2018	Regular	0	171.45	90215
01133	POWERPLAN/RDO EQUIPMENT	11/19/2018	Regular	0	1,245.84	90216
02410	PRATT, TERESA	11/19/2018	Regular	0	72.50	90217
02801	REHNELT EXCAVATING LLC	11/06/2018	Regular	0	476.67	90136
01191	RELIANCE ELECTRIC OF SOUTHERN MINNESOTA	11/19/2018	Regular	0	285.56	90218
02485	SANDVIG, GARY	11/19/2018	Regular	0	80.00	90219
01247	SCHILLING, ELAINE	11/19/2018	Regular	0	170.50	90220
01251	SCHMIDT, MELANIE	11/19/2018	Regular	0	80.00	90221
01252	SCHMIDT, RONALD	11/19/2018	Regular	0	80.00	90222
01259	SCHULTZ, CAROL	11/19/2018	Regular	0	72.50	90223
01261	SCHULTZ, ROY	11/19/2018	Regular	0	75.00	90224
02416	SENDEN, THOMAS	11/19/2018	Regular	0	176.00	90225
02418	SIMONSON, EUNICE	11/19/2018	Regular	0	80.00	90226
02427	SMITH, JAMES	11/19/2018	Regular	0	72.50	90227
01297	SOUTH CENTRAL COLLEGE	11/19/2018	Regular	0	315.00	90228
01358	SULLIVAN, PATRICIA	11/19/2018	Regular	0	75.00	90229
01402	TIRE ASSOCIATES	11/19/2018	Regular	0	492.09	90230
01428	TUNGSVIK, BYRON	11/19/2018	Regular	0	75.00	90231
02150	U.S. BANK	11/19/2018	Regular	0	590,000.00	90232
01436	ULMEN, ANTHONY	11/19/2018	Regular	0	176.00	90233
01441	UNITED RENTALS, INC.	11/19/2018	Regular	0	240.00	90234
02640	VALLEY LANDSCAPE SUPPLY	11/19/2018	Regular	0	29.00	90235
02423	VANBUSKIRK, KAY	11/19/2018	Regular	0	75.00	90236
02875	WAHOSKE, MARCIA	11/19/2018	Regular	0	80.00	90237
01525	WEST CENTRAL SANITATION, INC.	11/19/2018	Regular	0	38,273.25	90238
01527	WESTPHAL, MARGARET	11/19/2018	Regular	0	155.00	90239
01533	WIEDERICH, WANDA	11/19/2018	Regular	0	77.50	90240
02412	WILCOX, THOMAS	11/19/2018	Regular	0	80.00	90241
01538	WILSON, ROSE	11/19/2018	Regular	0	72.50	90242
02877	WRIGHT, MARK	11/19/2018	Regular	0	80.00	90243
01556	WYROWSKI, MARY CLARE	11/19/2018	Regular	0	152.50	90244
01564	ZELLMER, GARY	11/19/2018	Regular	0	75.00	90245
02402	ZELLMER, MARY	11/19/2018	Regular	0	80.00	90246
00101	AT&T MOBILITY	11/09/2018	Bank Draft	0	28.03	DFT0002574
00241	CHARTER COMMUNICATIONS	11/09/2018	Bank Draft	0	496.84	DFT0002587
02058	CONSOLIDATED COMMUNICATIONS	11/06/2018	Bank Draft	0	3,750.26	DFT0002554
02058	CONSOLIDATED COMMUNICATIONS	11/09/2018	Bank Draft	0	42.94	DFT0002581
02058	CONSOLIDATED COMMUNICATIONS	11/09/2018	Bank Draft	0	37.06	DFT0002582
02058	CONSOLIDATED COMMUNICATIONS	11/09/2018	Bank Draft	0	41.06	DFT0002583
02058	CONSOLIDATED COMMUNICATIONS	11/09/2018	Bank Draft	0	41.40	DFT0002584
02058	CONSOLIDATED COMMUNICATIONS	11/09/2018	Bank Draft	0	338.73	DFT0002585
02058	CONSOLIDATED COMMUNICATIONS	11/09/2018	Bank Draft	0	37.06	DFT0002586
00311	CULLIGAN WATER CONDITIONING	11/06/2018	Bank Draft	0	27.00	DFT0002552
00311	CULLIGAN WATER CONDITIONING	11/06/2018	Bank Draft	0	33.75	DFT0002553
02142	HUNAN GARDEN	11/07/2018	Bank Draft	0	76.26	DFT0002571
00608	INGRAM LIBRARY SERVICES	11/15/2018	Bank Draft	0	614.94	DFT0002595
00733	LAKES GAS CO #10	11/14/2018	Bank Draft	0	107.00	DFT0002591
00749	LAWSON PRODUCTS, INC	11/14/2018	Bank Draft	0	418.46	DFT0002592

00775	LJP WASTE & RECYCLE, LLC	11/09/2018	Bank Draft	0	340.00	DFT0002573
00857	MC GOWAN WATER CONDITIONING, INC.	11/06/2018	Bank Draft	0	25.65	DFT0002551
00923	MINNESOTA DEPARTMENT OF LABOR & INDU!	11/09/2018	Bank Draft	0	30.00	DFT0002575
00923	MINNESOTA DEPARTMENT OF LABOR & INDU!	11/09/2018	Bank Draft	0	20.00	DFT0002576
00923	MINNESOTA DEPARTMENT OF LABOR & INDU!	11/09/2018	Bank Draft	0	10.00	DFT0002577
00923	MINNESOTA DEPARTMENT OF LABOR & INDU!	11/09/2018	Bank Draft	0	20.00	DFT0002578
00923	MINNESOTA DEPARTMENT OF LABOR & INDU!	11/09/2018	Bank Draft	0	10.00	DFT0002579
00923	MINNESOTA DEPARTMENT OF LABOR & INDU!	11/09/2018	Bank Draft	0	20.00	DFT0002580
01335	STAPLES ADVANTAGE	11/06/2018	Bank Draft	0	319.80	DFT0002556
01335	STAPLES ADVANTAGE	11/07/2018	Bank Draft	0	419.06	DFT0002572
01470	VERIZON WIRELESS	11/14/2018	Bank Draft	0	30.12	DFT0002593
02178	WASTE MANAGEMENT OF WI-MN	11/06/2018	Bank Draft	0	280.74	DFT0002550
00028	AFFORDABLE TOWING OF MANKATO, INC.	11/21/2018	EFT	0	100.00	1328
00105	AUTO VALUE MANKATO	11/21/2018	EFT	0	454.79	1329
00123	BATTERIES+BULBS	11/21/2018	EFT	0	55.80	1330
00174	BOLTON & MENK, INC.	11/21/2018	EFT	0	6,405.50	1331
00176	BORDER STATES ELECTRIC SUPPLY	11/21/2018	EFT	0	29,384.23	1332
00216	C & S SUPPLY CO, INC.	11/21/2018	EFT	0	526.97	1333
02706	CORE & MAIN LP	11/21/2018	EFT	0	1,269.42	1334
00310	CRYSTEEL TRUCK EQUIPMENT, INC	11/21/2018	EFT	0	488.40	1335
00369	EBSCO INFORMATION SERVICES	11/21/2018	EFT	0	955.37	1336
00453	FREYBERG PETROLEUM SALES, INC.	11/21/2018	EFT	0	2,847.71	1337
00463	G & L AUTO SUPPLY, LLC	11/21/2018	EFT	0	1,095.90	1338
00494	GOPHER STATE ONE-CALL	11/21/2018	EFT	0	338.85	1339
02114	HYDRO KLEAN	11/21/2018	EFT	0	1,980.00	1340
01274	JADD SEPPMANN & SONS, INC.	11/21/2018	EFT	0	2,048.33	1341
00691	KENNEDY & KENNEDY LAW OFFICE	11/21/2018	EFT	0	10,553.24	1342
00743	LARKSTUR ENGINEERING & SUPPLY, INC.	11/21/2018	EFT	0	22.15	1343
00776	LLOYD LUMBER CO.	11/21/2018	EFT	0	305.15	1344
00796	MACQUEEN EQUIPMENT, INC.	11/21/2018	EFT	0	371.10	1345
00874	MENARDS-MANKATO	11/21/2018	EFT	0	864.47	1346
00910	MINNESOTA VALLEY TESTING LAB, INC.	11/21/2018	EFT	0	418.00	1347
00956	MINNESOTA WASTE PROCESSING CO.	11/21/2018	EFT	0	33,990.56	1348
00997	MTI DISTRIBUTING CO	11/21/2018	EFT	0	1,896.55	1349
01009	NAPA AUTO PARTS - MANKATO	11/21/2018	EFT	0	53.97	1350
01052	NORTH CENTRAL INTERNATIONAL	11/21/2018	EFT	0	239.00	1351
02005	PANTHEON COMPUTERS	11/21/2018	EFT	0	2,459.97	1352
01090	PARAGON PRINTING, MAILING & SPECIALTIES	11/21/2018	EFT	0	518.07	1353
01099	PET EXPO DISTRIBUTORS	11/21/2018	EFT	0	50.00	1354
02747	RENT-N-SAVE	11/21/2018	EFT	0	503.55	1355
01211	RIVER BEND BUSINESS PRODUCTS	11/21/2018	EFT	0	2,612.97	1356
01281	SIGN PRO	11/21/2018	EFT	0	10.00	1357
02175	STREAMLINE COMMUNICATIONS, LLC	11/21/2018	EFT	0	272.00	1358
01552	WW BLACKTOPPING, INC	11/21/2018	EFT	0	3,568.30	1359
01563	ZARNOTH BRUSH WORKS, INC.	11/21/2018	EFT	0	924.00	1360
02046	BLUE CROSS BLUE SHIELD OF MINNESOTA	12/03/2018	Bank Draft	0	95,592.00	DFT0002557
02181	ETS CORPORATION	11/02/2018	Bank Draft	0	1,482.74	DFT0002549
00614	INTERNAL REVENUE SERVICE	11/07/2018	Bank Draft	0	3,864.36	DFT0002564
00614	INTERNAL REVENUE SERVICE	11/07/2018	Bank Draft	0	10,621.89	DFT0002566
00614	INTERNAL REVENUE SERVICE	11/07/2018	Bank Draft	0	11,144.20	DFT0002567
00892	MII LIFE, INC.-HEALTH SAVINGS ACCOUNT	11/07/2018	Bank Draft	0	284.21	DFT0002562
02003	MINNESOTA DEPT OF REVENUE	11/06/2018	Bank Draft	0	8,391.00	DFT0002558
02003	MINNESOTA DEPT OF REVENUE	11/07/2018	Bank Draft	0	5,404.23	DFT0002565
02766	SPROUT SOCIAL	11/07/2018	Bank Draft	0	99.00	DFT0002568
01477	VIKING ELECTRIC SUPPLY, INC.	11/06/2018	Bank Draft	0	293.69	DFT0002555
01477	VIKING ELECTRIC SUPPLY, INC.	11/09/2018	Bank Draft	0	55.53	DFT0002588
01557	XCEL ENERGY	11/14/2018	Bank Draft	0	14.41	DFT0002594
					<u>1,686,879.90</u>	<u>181</u>

## Authorization Signatures

### All Council

The above manual and regular claims lists for 11-19-18 are approved by:

---

MARK DEHEN- MAYOR

---

DIANE NORLAND- COUNCIL MEMBER

---

WILLIAM STEINER- COUNCIL MEMBER

---

ROBERT FREYBERG- COUNCIL MEMBER

---

JAMES WHITLOCK- COUNCIL MEMBER

Permit #: 20 -2019  
Date: 5/18/19

Start time: 6:00 am  
Stop time: 11:00 am

Fee: \$ 100.00

Shelter:  Spring Lake Shelter #1     Spring Lake Shelter #2     Wheeler Park Indoor Shelter

Event Name: Monroe Color Run

Name: Jackie Murray

Address: 441 Monroe Ave.

Phone: 507-382-5342

# of People: 200-300

Use of Tents (or anything requiring staking)  No  Yes *\* If Yes, Please contact Gopher State One Call 800-252-1166 one week prior to event.*  
*\*Bounce House requires waiver*

Notes: \_\_\_\_\_

Alcoholic Beverages (wine & beer only)  No  Yes *\* \$300 refundable deposit and \$30 keg permit*  
Please specify:      Cans    Keg    Catering\* (must contact City Hall)

Audio (requires audio permit) Bullhorn  No  Yes *\* If Yes, Please fill out Audio Permit.*

**Allowed**

- Personal grills
- Keg beer provided a permit is obtained
- Fishing/ice fishing on Ladybug Lake and Spring Lake only
- Pets in Benson Park, Bluff Park and Spring Lake Park provided they are on a 6' leash
- Canoes and kayaks on Ladybug Lake and Spring Lake (children under 12 must be accompanied by an adult and wear a life preserver)
- Hog roasts provided they are on a hard-surfaced lot

**Prohibited**

- Vehicles are not allowed to be parked or driven on the grass for any reason unless permission is given from the Parks Department.
- Pets (allowed in Benson Park, Spring Lake Park and Bluff Park only)
- Glass containers
- Campfires / Bonfires / Fire Rings
- Snowmobiles, ATVs, golfing, swimming, boating and motorized flotation devices
- Dunk Tanks
- Audio equipment may not be played so loud as to interfere with the reasonable use of the park by others. All audio devices must end at 10 PM

I, the undersigned, understand that the park shelter reservation fee is non-refundable. If prior approval is not obtained for the installation of additional tents or stakes and causes disruption of utility services, I agree to be held liable for any repairs to service lines.

I, the undersigned, have received the Audio Permit Instructions and understand that failure to comply with the audio instructions may terminate the event and prevent future ability to obtain an audio permit.

SIGNED: Jackie Murray  
Applicant

11/5/2018  
Date

APPROVED     DENIED

REFER TO COUNCIL

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

\_\_\_\_\_  
Date



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 \_\_\_\_\_

PARK USE     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 <i>Jackie Murray</i>	Address <i>441 Monroe Ave.</i>	Phone <i>507.382.5342</i>	Email <i>jackie.m.murray@gmail.com</i>
---	-----------------------------------	------------------------------	---

Sponsoring Organization Name <i>Monroe PRO</i>	Address <i>441 Monroe Ave</i>	Phone <i>507.382.5342</i>
---	----------------------------------	------------------------------

Contact during event <i>Jackie Murray</i>	Phone <i>507.382.5342</i>
--	------------------------------

Event Location <i>Spring Lake Park Shelter #1</i>	Date <i>5-18-19</i>	From <i>Lea</i>	Time <i>11a</i>	To
Occasion for Parade <i>Color run</i>				

Parade Description / Composition  
*school fundraising event*

Estimated Number of Participants: *230*

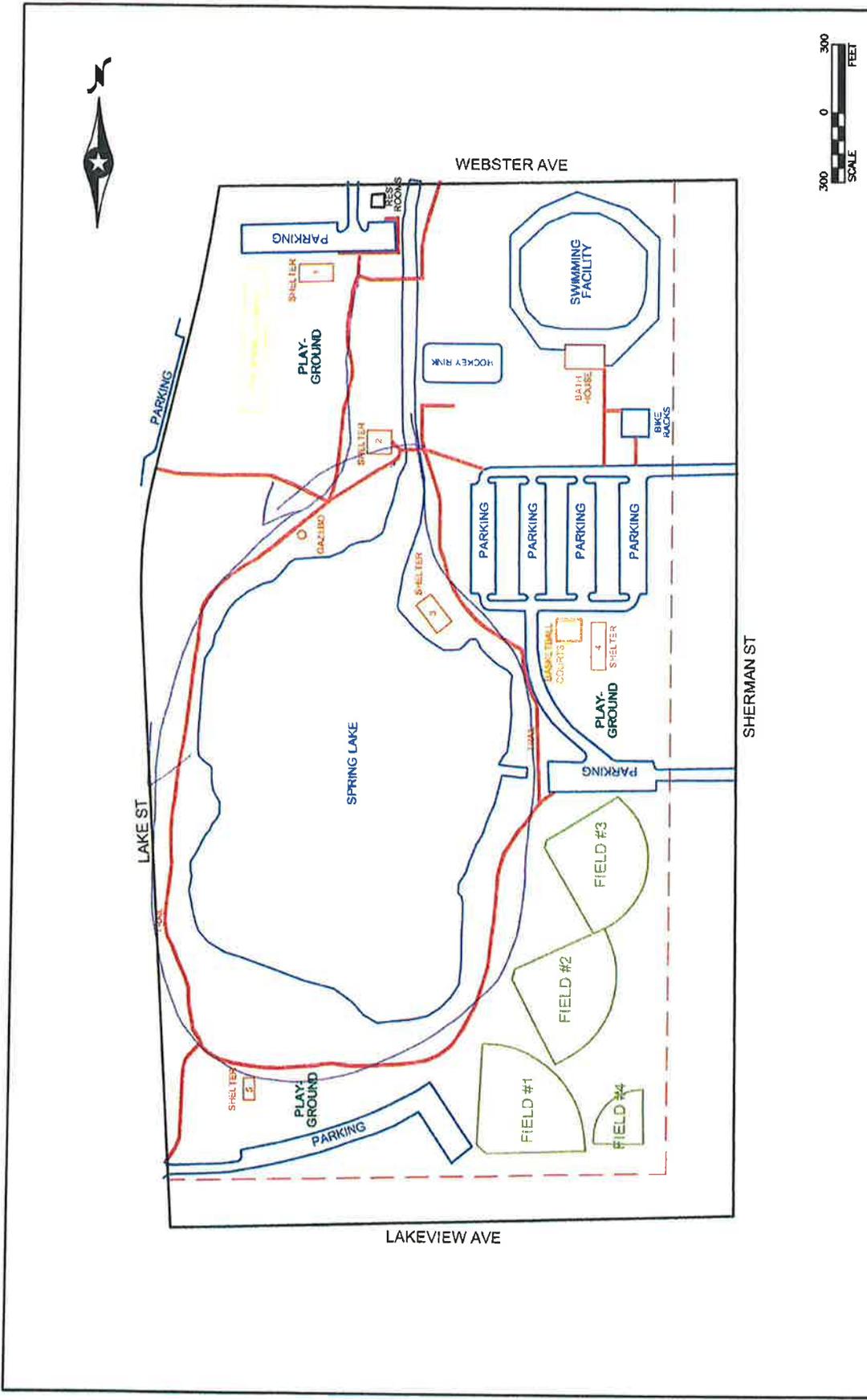
As duly authorized representative or agent of the parade sponsoring organization, I hereby make application for a permit to parade in the City of North Mankato, Minnesota. I hereby certify that, to the best of my knowledge, the above is an accurate and true description of the parade. I agree to execute 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.

*Jackie Murray* \_\_\_\_\_ *11/5/2018*  
 Applicant 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.

*Tom Sullivan* \_\_\_\_\_ *11/14/18*  
 Chief of Police Date

\_\_\_\_\_  
 Caswell Sports Director Date



CITY OF NORTH MANKATO  
 LOCATION MAP  
 SPRING LAKE PARK  
 APRIL, 2006  
 FIGURE NO. 1



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

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 \_\_\_\_\_

PARK USE

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 <i>Jeni Bobholz</i>	Address <i>232 Belgrade Ave.</i>	Phone <i>507-382-6001</i>	Email <i>jrbobholz@notmail.com</i>
Sponsoring Organization Name <i>Bells on Belgrade</i>	Address "	Phone <i>507-382-6001</i>	
Contact during event <i>Jeni Bobholz</i>		Phone "	"
Event Location <i>Belgrade Ave.</i>	Date <i>12-1-18</i>	From Time <i>6pm</i>	To <i>7pm</i>
Occasion for Parade <i>Bells on Belgrade</i>			
Parade Description / Composition <i>holiday light parade</i>			
Estimated Number of Participants: <i>15 to 20 floats</i>			<i>same route as last year</i>

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.

*Jeni Bobholz*  
Applicant

*11/5/18*  
Date

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

*[Signature]*  
Chief of Police

*11/8/18*  
Date

Caswell Sports Director

Date

## Audio Permit

**About:**

An audio permit is required for anyone operating outdoor amplified sound (i.e., a loudspeaker, public address system, or sound amplifying equipment). All Audio Permits must be approved by the Council. The sound system cannot be operated before 7:00 am or after 10:00 pm. There is a \$25 fee.

**Audio Permit Responsibilities:**

- An onsite event coordinator must be available by mobile during the event.
- An applicant will provide a schedule of any music or entertainment proposed to occur during the event.
- A beginning and end time must be supplied on the application, and the event coordinator must ensure compliance.
- Applicants must comply with City Code Ordinance 90.045 and Minnesota Rules Chapter 7030 which limits noise.
- Noise levels cannot exceed 60 dBA more than 50 percent of the time.

**What happens if there is a noise complaint?**

- A North Mankato Patrol Officer will meet with the complainant and evaluate and measure the noise using a decibel reader at the location of the complainant.
- If the noise is found out of compliance, the Patrol Officer will contact the onsite event coordinator, and the amplified sound must be turned down.
- If the onsite event coordinator does not comply, the event will be immediately terminated, and the group will be disbursed.
- Failure to comply will affect future ability to obtain an audio permit.

AMPLIFIED SOUND:  LIVE MUSIC/BAND      DATE OF EVENT: May 11th 2019  
 DJ/KARAOKE MACHINE      BEGIN TIME: 10 am  
 OTHER: \_\_\_\_\_      END TIME: 12:30 pm

LOCATION / SHELTER: Spring Lake Shelter 1 & 2

EVENT NAME: WALK MS: Mankato

ONSITE COORDINATOR: \_\_\_\_\_ PRINT NAME: TBD

MOBILE NUMBER: TBD

I, THE UNDERSIGNED, HAVE RECEIVED THE AUDIO PERMIT AND UNDERSTAND THAT FAILURE TO COMPLY WITH THE AUDIO POLICY MAY TERMINATE THE EVENT AND PREVENT FUTURE ABILITY TO OBTAIN AN AUDIO PERMIT.

SIGNATURE: *Courtney Cleverly*      DATE: 9/12/18

POLICE CHIEF: \_\_\_\_\_  
CITY CLERK: \_\_\_\_\_

DENIED  APPROVED

BOOK  POLICE  ONLINE  \$25.00 FEE      STAFF INITIALS \_\_\_\_\_



Permit #: 14 -2019

Start time: <sup>Setup:</sup> 8:00 am

Fee: \$ 200.00

Date: 5/11/19

Stop time: <sup>walk:</sup> 11-1  
<sup>wrap up:</sup> 2:00 pm

Shelter:  Spring Lake Shelter #1  Spring Lake Shelter #2  Wheeler Park Indoor Shelter

Event Name: MS Walk

Name: Courtney Cleveringa

Address: Courtney.cleveringa@NMSS.org

Phone: 515-267-9068

# of People:

Use of Tents (or anything requiring staking)  No  Yes \* If Yes, Please contact Gopher State One Call 800-252-1166 one week prior to event.  
\*Bounce House requires waiver

Notes:

Alcoholic Beverages (wine & beer only)  No  Yes \* \$300 refundable deposit and \$30 keg permit

Please specify: Cans Keg Catering\* (must contact City Hall)

Audio (requires audio permit)  No  Yes \* If Yes, Please fill out Audio Permit.

Allowed

- Personal grills
- Keg beer provided a permit is obtained
- Fishing/ice fishing on Ladybug Lake and Spring Lake only
- Pets in Benson Park, Bluff Park and Spring Lake Park provided they are on a 6' leash
- Canoes and kayaks on Ladybug Lake and Spring Lake (children under 12 must be accompanied by an adult and wear a life preserver)
- Hog roasts provided they are on a hard-surfaced lot

Prohibited

- Vehicles are not allowed to be parked or driven on the grass for any reason unless permission is given from the Parks Department.
- Pets (allowed in Benson Park, Spring Lake Park and Bluff Park only)
- Glass containers
- Campfires / Bonfires / Fire Rings
- Snowmobiles, ATVs, golfing, swimming, boating and motorized flotation devices
- Dunk Tanks
- Audio equipment may not be played so loud as to interfere with the reasonable use of the park by others. All audio devices must end at 10 PM

I, the undersigned, understand that the park shelter reservation fee is non-refundable. If prior approval is not obtained for the installation of additional tents or stakes and causes disruption of utility services, I agree to be held liable for any repairs to service lines.

I, the undersigned, have received the Audio Permit Instructions and understand that failure to comply with the audio instructions may terminate the event and prevent future ability to obtain an audio permit.

SIGNED: Courtney Cleveringa  
Applicant

11-12-18  
Date

APPROVED  DENIED

REFER TO COUNCIL

City Clerk

Date



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 \_\_\_\_\_

PARK USE     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 <i>Courtney Cleveringa</i>	Address <i>200 12th Ave. S.</i>	Phone <i>515-267-9008</i>	Email <i>Courtney.Cleveringa@nmss.org</i>
Sponsoring Organization Name <i>National MS Society</i>	Address <i>Minneapolis, MN 55415</i>	Phone <i>" "</i>	
Contact during event <i>Courtney Cleveringa</i>	Phone <i>402 317 9840 (cell)</i>		
Event Location <i>Spring Lake Shelter 1 &amp; 2</i>	Date <i>May 11<sup>th</sup> 2019</i>	From Time <i>10am</i>	To <i>12:30pm</i>
Occasion for Parade <i>Walk MS: Mankato</i>			

Parade Description / Composition

*The route stays in the park & goes around the Lake.*

Estimated Number of Participants: *320*

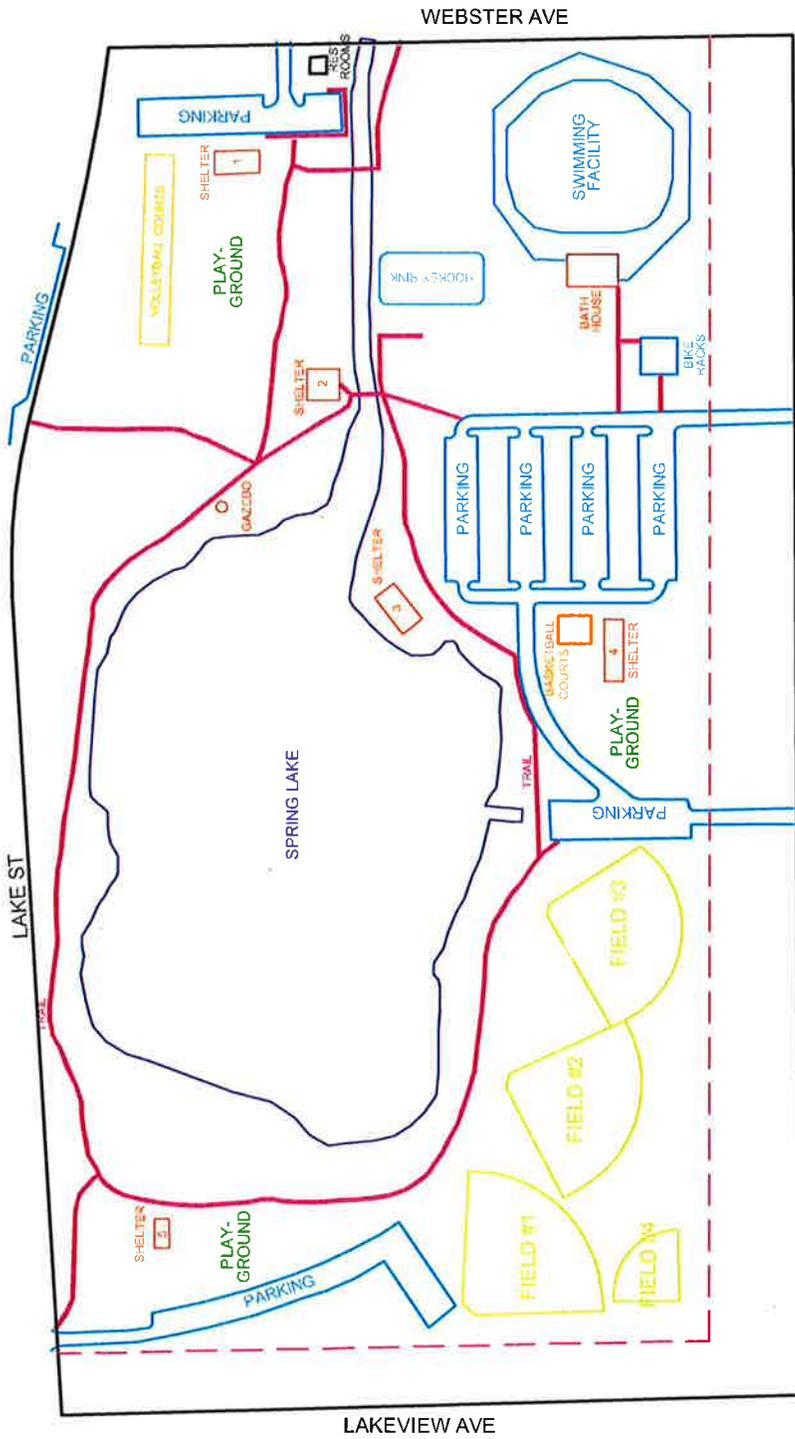
As duly authorized representative or agent of the parade sponsoring organization, I hereby make application for a permit to parade in the City of North Mankato, Minnesota. I hereby certify that, to the best of my knowledge, the above is an accurate and true description of the parade. I agree to execute 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.

*Courtney Cleveringa* \_\_\_\_\_ *9/12/18*  
 Applicant 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.

*Mr. [Signature]* \_\_\_\_\_ *11/6/18*  
 Chief of Police Date

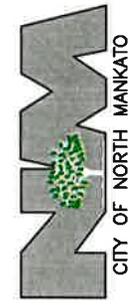
\_\_\_\_\_  
 Caswell Sports Director Date



CITY OF NORTH MANKATO  
LOCATION MAP  
SPRING LAKE PARK

FIGURE NO. 1

APRIL, 2006



**BOLTON & MENK, INC.**  
Consulting Engineers & Surveyors

MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN WILLMAR, MN  
BURNSVILLE, MN CHASKA, MN AMES, IA

RESOLUTION NO.

RESOLUTION APPROVING  
CONSENT ASSESSMENT AGREEMENT

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

421 Range Street

PIN #18.613.0040

Block 1 "EX W 52" Lot 3 SubdivisionCd 18613 SubdivisionName LAMM'S ADD

Cost: \$5,437.22

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

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

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

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

Adopted by the City Council this 19<sup>th</sup> day of November 2018.

\_\_\_\_\_  
Mayor

ATTEST:

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

CONSENT ASSESSMENT AGREEMENT

This Agreement is made between the City of North Mankato (City) and Jesse Pearson (Owner).

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

1. Owner's property is described as follows:  
421 Range Street  
PIN #18.613.0040  
Block 1 "EX W 52" Lot 3 SubdivisionCd 18613 SubdivisionName LAMM'S ADD
2. Owner replaced the water line.
3. Owner desires to waive all of the procedures mandated by Chapter 429 of Minnesota Statutes and to consent to the imposition of an assessment directly upon the described property.
4. City is willing to pay for the repair in consideration for the owner's consent to the assessment.

The parties therefore make the following agreement:

1. As a result of the improvement, a special assessment shall be filed against owner's land in the amount of \$5,437.22. The assessment shall be payable in equal installments extending over a period of five (5) years and bear interest at the rate of 7.00% per annum from the date of this agreement. The City may transmit notice of this assessment to the County Auditor.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

City of North Mankato

By: 

Its: City Clerk

  
Property Owner

\_\_\_\_\_  
Property Owner



**GSM Plumbing and Drain Cleaning**  
 106 3rd North St  
 New Ulm MN 56073

**Invoice** 3424406  
**Invoice Date** 10/16/2018  
**Completed Date**  
**Technicians** Bob Schugel  
 Joe Hunt  
 Josh W

**Billing Address**  
 Jesse Pearson  
 421 Range Street  
 North Mankato, MN 56003 USA

**Customer PO**  
**Job Address**  
 Jesse Pearson  
 421 Range Street  
 North Mankato, MN 56003  
 USA

**Description of Work**

Task #	Description	Quantity	Your Price	Your Total
d2015	Aquire permit. Break concrete inside of home to expose lead water service Break side walk and excavate soil 7' deep to curb shut off. Shut off water to home at curb shut off. Cut line inside of home and in excavated hole outside. Pull in new copper K line while pulling out old lead line. Reconnect curb shut off to new copper line Reconnect meter inside of to new copper line. City inspection Back fill soil Rough in concrete in basement around insulated copper pipe Poor new side walk Spread grass seed ( homeowner to Water frequently for seed to grow) Maintain excavation site for level grade 1 yr.	1.00	\$5,203.22	\$5,203.22
e67001	Meter	1.00	\$85.00	\$85.00
B20	GSM Plan Membership - 5 Years	1.00	\$149.00	\$149.00

**Member Savings** \$776.57  
**Sub-Total** \$5,437.22  
**Tax** \$0.00  
**Total Due** \$5,437.22  
**Balance Due** \$5,437.22

Thank you for your business.

This invoice is agreed and acknowledged. Payment is due upon receipt. A service fee will be charged for any returned checks, and a financing charge of 1% per month shall be applied for overdue amounts. I have inspected all of the work done by [the contractor] pursuant to the contract terms agreed by me at [LOCATION] [the location described in the contract]. I find that all work has been completed in a satisfactory and workmanlike manner. I have been given the opportunity to address concerns and/or discrepancies in the work provided, and I either have no such concerns or have found no discrepancies or they have been addressed by [the contractor] to my satisfaction. My signature here signifies my full and final acceptance of all work performed by the contractor pursuant to the contract as agreed.

RESOLUTION NO.

RESOLUTION APPROVING  
CONSENT ASSESSMENT AGREEMENT

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

325 McKinley Ave.

PIN #18.557.1440

Block 25 Lot W 60' of E 145' of N148.5' of Lot 3 Wendel Hodapp's Add

Cost: \$19,328.45

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

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

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

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

Adopted by the City Council this 19<sup>th</sup> day of November 2018.

---

Mayor

ATTEST:

---

City Clerk

CONSENT ASSESSMENT AGREEMENT

This Agreement is made between the City of North Mankato (City) and Max Thomas (Owner).

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

1. Owner's property is described as follows:  
325 McKinley Ave.  
PIN #18.557.1440  
Block 25 Lot W 60' of E 145' of N148.5' of Lot 3 Wendel Hodapp's Add
2. Owner replaced the sewer line.
3. Owner desires to waive all of the procedures mandated by Chapter 429 of Minnesota Statutes and to consent to the imposition of an assessment directly upon the described property.
4. City is willing to pay for the repair in consideration for the owner's consent to the assessment.

The parties therefore make the following agreement:

1. As a result of the improvement, a special assessment shall be filed against owner's land in the amount of \$19,328.45. The assessment shall be payable in equal installments extending over a period of ten (10) years and bear interest at the rate of 7.00% per annum from the date of this agreement. The City may transmit notice of this assessment to the County Auditor.

Adopted this 14 day of Nov, 2018.

City of North Mankato

By: [Signature]

Its: City Clerk

[Signature]

Property Owner

Maxwell Thomas

Property Owner

Parts Used		NAME	DATE
		Max Thomas	10/26/18
		STREET	DATE ORDERED
		325 McKinley Ave	/ /
		CITY STATE ZIP	DATE SCHEDULED
		North Mankato MN	/ /
		MAKE NUMBER	MODEL SERIAL
		MAKE NUMBER	MODEL SERIAL
		JOB LOCATION	PHONE
		<b>ORIGINAL COMPLAINT</b>	
			WK. PHONE
			CELL OR EMAIL
		<b>OUR TRAINED PERSONNEL RECOMMEND</b>	
			<input type="checkbox"/> WARRANTY
			<input type="checkbox"/> CONTRACT
			<input type="checkbox"/> SERVICE CONTRACT
			<input type="checkbox"/> NORMAL
			<input type="checkbox"/> RES <input type="checkbox"/> COMM
			<input type="checkbox"/>
		<b>DESCRIPTION OF WORK</b>	
			<b>PARTS</b>
		Line Main Sewer	\$
		-cut dry wall and make access to install cleanout	
		-prep sewer for lining thru clean out	
		-Excavation in street	
		-replace connection at city main	
		-line sewer into house	
		-open up concrete in basement + replace bad fitting	\$
		-backfill + asphalt street	
		Tech Name: -backfill + rough in	
		Time: concrete in basement	
		<b>MATERIALS</b>	
		CERT.#	TOTAL OTHER CHARGES
			PARTS AND MATERIALS
		TECHNICIAN SIGNATURE	\$
		Luke, Tom, Evan, Will	
		<b>TERMS: DUE UPON COMPLETION</b>	
		I HAVE THE AUTHORITY TO ORDER THE ABOVE WORK AND DO SO ORDER AS OUTLINED ABOVE. IT IS AGREED THAT THE SELLER WILL RETAIN TITLE TO ANY EQUIPMENT OR MATERIAL FURNISHED UNTIL FINAL AND COMPLETE PAYMENT IS MADE, AND IF SETTLEMENT IS NOT MADE AS AGREED, THE SELLER SHALL HAVE THE RIGHT TO REMOVE SAME AND THE SELLER WILL BE HELD HARMLESS FOR ANY DAMAGES RESULTING FROM THE REMOVAL THEREFOR.	SUB-TOTAL
			19,328.45
			TAX
			TRIP CHARGE
			TOTAL AMOUNT DUE
			19,328.45
		<b>AUTHORIZED SIGNATURE</b>	
		ABOVE ORDERED WORK HAS BEEN COMPLETED AND I ACKNOWLEDGE RECEIPT OF MY COPY.	
			DATE
			/ /
Additional Parts Listing On Each of PLY 5	TOTAL PARTS		\$
<p><b>PARTS WARRANTY</b> All parts recorded are warranted as per manufacturer specifications.</p> <p><b>LABOR GUARANTEE</b> The labor charge as recorded here relative to the equipment serviced as noticed, is guaranteed for a period of 30 days. We do not, of course, guarantee other parts than those we supply. If repairs labor become necessary due to other defective parts, they will be charged separately.</p> <p>IF REPAIR COMMENCEMENT IS AUTHORIZED OUT OF COMPLETION IS NOT AUTHORIZED, A CHARGE WILL BE IMPOSED FOR DISASSEMBLY, REASONABLY OR PARTIALLY COMPLETED WORK.</p>			

N1928

RESOLUTION DECLARING COSTS TO BE ASSESSED  
FOR MUNICIPAL CHARGES

WHEREAS, pursuant to Section 50.04 (H) of the North Mankato City Code providing that delinquent utility charges constitute a lien upon the premises served; and

WHEREAS, the City of North Mankato has incurred municipal charges for services rendered in accordance with the following information; and

WHEREAS, all such costs are to be assessed against the property affected thereby;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the following costs shall be assessed against such property in the amount and terms as specified on Exhibit A of this resolution.

Adopted by the City Council this 19<sup>th</sup> day of November 2018.

---

Mayor

ATTEST:

---

City Clerk



October 26, 2018

«LandlordOwner»  
«LO\_Attention\_Line»  
«LandlordOwner\_Mailing\_Address»  
«LO\_city\_Mailing\_Address\_»

«Account\_No»  
«Service\_Address»  
«Parcel\_Number»

«LandlordOwner»

The City of North Mankato Ordinance No. 50.04 (H) provides that utility charges constitute a lien upon the premises served. If you are the owner and rent out the property, you are ultimately responsible for any unpaid utility charges. Accounts which are delinquent may be certified to the County Auditor for collection with property taxes due this coming year.

The service address above has a delinquent balance of \$«Collection\_Amount», as of September 12, 2018 which will be certified to the County Auditor at the City Council's November 19<sup>th</sup> meeting. In addition, a seven percent (7%) annual rate of interest will be applied to the delinquent balance. If you wish to avoid interest charges, payment of the delinquent balance must be received or postmarked with the payment stub (below) by November 26, 2018, to:

City of North Mankato  
Attn: Utility Billing  
1001 Belgrade Avenue  
P.O. Box 2055  
North Mankato, MN 56002-2055

If you recently sent a payment or if you have a question regarding this notice, please call our utility billing customer service representative at (507) 625-4141. Thank you for your cooperation in this matter.

Sincerely,

Kevin McCann  
Finance Director

Cc: «Name»

---

Please return this payment stub with your check. Thank you.

Account Number: «Account\_No»  
Service Address: «Service\_Address»  
Property ID: «Parcel\_Number»

Delinquent balance: \$«Collection\_Amount»  
(Please pay by November 26, 2018)

October 26, 2018

«Name»  
«Attention\_Line»  
«Street\_Mailing\_Address»  
«City\_Mailing\_Address»

Account Number: «Account\_No»  
Service Address: «Service\_Address»  
Property ID: «Parcel\_Number»

The City of North Mankato Ordinance No. 50.04 (H) provides that utility charges constitute a lien upon the premises served. If you are the owner and rent out the property, you are ultimately responsible for any unpaid utility charges. Accounts which are delinquent may be certified to the County Auditor for collection with property taxes due this coming year.

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Sincerely,

Kevin McCann  
Finance Director

Cc: «LandlordOwner»

---

Please return this payment stub with your check. Thank you.

Account Number: «Account\_No»  
Service Address: «Service\_Address»  
Property ID: «Account\_No»

Delinquent balance: \$«Collection\_Amount»  
(Please pay by November 26, 2018)

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item 10A	Department: Administration	Council Meeting Date: 11/19/18
-----------------	----------------------------	--------------------------------

**TITLE OF ISSUE: Consider Resolution Ordering Improvement and Preparation of Plans Project No. 18-05 DEF Commerce Drive 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.**

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

**REQUESTED COUNCIL ACTION: Adopt Resolution Ordering Improvement and Preparation of Plans Project No. 18-05 DEF Commerce Drive Improvement.**

<p><b>For Clerk's Use:</b></p> <p>Motion By: _____                  Second By: _____</p> <p>Vote Record:</p> <table style="width:100%; border: none;"> <tr> <td style="width:15%;"></td> <td style="width:15%; text-align: center;">Aye</td> <td style="width:15%; text-align: center;">Nay</td> <td style="width:55%;"></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</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>Dehen</td> </tr> </table>		Aye	Nay			_____	_____	Steiner		_____	_____	Norland		_____	_____	Freyberg		_____	_____	Whitlock		_____	_____	Dehen	<p style="text-align: center;"><b>SUPPORTING DOCUMENTS ATTACHED</b></p> <table style="width:100%; border: none;"> <tr> <td style="width:20%;">Resolution</td> <td style="width:20%;">Ordinance</td> <td style="width:20%;">Contract</td> <td style="width:20%;">Minutes</td> <td style="width:20%;">Map</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> <p>Other (specify) _____                  _____                  _____                  _____</p>	Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Aye	Nay																																	
	_____	_____	Steiner																																
	_____	_____	Norland																																
	_____	_____	Freyberg																																
	_____	_____	Whitlock																																
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<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																															
<p><input type="checkbox"/> Workshop</p> <p><input checked="" type="checkbox"/> Regular Meeting</p> <p><input type="checkbox"/> Special Meeting</p>	<p><input type="checkbox"/> Refer to: _____</p> <p><input type="checkbox"/> Table until: _____</p> <p><input type="checkbox"/> Other: _____</p>																																		

RESOLUTION NO.

RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS  
PROJECT NO. 18-05 DEF COMMERCE DRIVE IMPROVEMENT

WHEREAS, a resolution of the city council adopted the 5<sup>th</sup> day of November 2018, fixed a date for a council hearing on Improvement No. 18-05 DEF, the proposed improvement of Commerce Drive from Lookout Drive to Lor Ray Drive; 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 19<sup>th</sup> day of November, 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 5<sup>th</sup> day of November, 2018.
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 19<sup>th</sup> day of November 2018.

\_\_\_\_\_  
Mayor

ATTEST:

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

Abstract of Votes Cast  
In the Precincts of the City of North Mankato  
State of Minnesota  
at the State General Election  
Held Tuesday, November 6, 2018  
as compiled from the official returns.

Summary of Totals  
City of North Mankato  
Tuesday, November 6, 2018 State General Election

Number of persons registered as of 7 a.m.	8434
Number of persons registered on Election Day	606
Number of accepted regular, military, and overseas absentee ballots and mail ballots	962
Number of federal office only absentee ballots	4
Number of presidential absentee ballots	0
Total number of persons voting	6955

Summary of Totals  
City of North Mankato  
Tuesday, November 6, 2018 State General Election

**KEY TO PARTY ABBREVIATIONS**

NP - Nonpartisan

Mayor (North Mankato)	NP	Mark Dehen	NP	Lucy Lowry	WI	WRITE-IN**	NP	Craig R. Amundson	NP	Stefanie Jaquette
		3837		2760		15		967		1935
Council Member at Large (North Mankato) (Elect 2)	NP	Diane Norland	NP	Kenny DeWitte	NP	Sandra Oachs	NP		NP	
		2113		905		2069				
	NP	Chris Shearman	NP	Matt Peterson	WI	WRITE-IN**				
		1200		1635		44				

Detail of Election Results  
 City of North Mankato  
 Tuesday, November 6, 2018 State General Election

Precinct	Persons Registered as of 7 A.M.	Persons Registered on Election Day	Total Number of Persons Voting
07 0213 : NORTH MANKATO	3	0	2
52 0070 : NORTH MANKATO P-1	1200	91	988
52 0075 : NORTH MANKATO P-2	1163	74	952
52 0080 : NORTH MANKATO P-3	1194	86	952
52 0085 : NORTH MANKATO P-4	1383	95	1194
52 0090 : NORTH MANKATO P-5	1572	113	1307
52 0095 : NORTH MANKATO P-6	1520	104	1259
52 0100 : NORTH MANKATO P-7	399	43	301
City of North Mankato Total:	8434	606	6955

Detail of Election Results  
 City of North Mankato  
 Tuesday, November 6, 2018 State General Election

Office Title: Mayor (North Mankato)

Precinct	NP Mark Dehen	NP Lucy Lowry	WI WRITE-IN**
07 0213 : NORTH MANKATO	1	0	0
52 0070 : NORTH MANKATO P-1	479	459	5
52 0075 : NORTH MANKATO P-2	457	442	5
52 0080 : NORTH MANKATO P-3	506	374	1
52 0085 : NORTH MANKATO P-4	676	466	1
52 0090 : NORTH MANKATO P-5	781	486	1
52 0095 : NORTH MANKATO P-6	747	457	1
52 0100 : NORTH MANKATO P-7	190	76	1
<b>Total:</b>	<b>3837</b>	<b>2760</b>	<b>15</b>

Office Title: Council Member at Large (North Mankato) (Elect 2)

Precinct	NP Diane Norland	NP Kenny DeWitte	NP Sandra Oachs	NP Craig R. Amundson	NP Stefanie Jaquette
07 0213 : NORTH MANKATO	0	1	0	1	0
52 0070 : NORTH MANKATO P-1	291	133	300	156	317
52 0075 : NORTH MANKATO P-2	329	106	272	111	314
52 0080 : NORTH MANKATO P-3	285	138	222	135	295
52 0085 : NORTH MANKATO P-4	401	151	375	186	352
52 0090 : NORTH MANKATO P-5	418	170	428	178	317
52 0095 : NORTH MANKATO P-6	325	178	406	170	289
52 0100 : NORTH MANKATO P-7	64	28	66	30	51
<b>Total:</b>	<b>2113</b>	<b>905</b>	<b>2069</b>	<b>967</b>	<b>1935</b>

Detail of Election Results  
 City of North Mankato  
 Tuesday, November 6, 2018 State General Election

Office Title: Council Member at Large (North Mankato) (Elect 2)

Precinct	NP Chris Shearman	NP Matt Peterson	NP Matt Peterson	WI WRITE-IN**
07 0213 : NORTH MANKATO	0	0	0	0
52 0070 : NORTH MANKATO P-1	122	202	202	10
52 0075 : NORTH MANKATO P-2	158	179	179	7
52 0080 : NORTH MANKATO P-3	142	236	236	2
52 0085 : NORTH MANKATO P-4	194	263	263	6
52 0090 : NORTH MANKATO P-5	253	353	353	9
52 0095 : NORTH MANKATO P-6	244	324	324	9
52 0100 : NORTH MANKATO P-7	87	78	78	1
<b>Total:</b>	<b>1200</b>	<b>1635</b>	<b>1635</b>	<b>44</b>

We, the legally constituted county canvassing board, certify that we have herein specified the names of the persons receiving votes and the number of votes received by each office voted on, and have specified the number of votes for and against each question voted on, at the State General Election held on Tuesday, November 6, 2018

As appears by the returns of the election precincts voting in this election, duly returned to, filed, opened, and canvassed, and now remaining on file in the office of the City of North Mankato Clerk. Witness our official signature at \_\_\_\_\_ in \_\_\_\_\_ County, this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Member of canvassing board

State of Minnesota  
City of North Mankato

I, \_\_\_\_\_, Clerk of the City of North Mankato do hereby certify the within and foregoing \_\_\_\_\_ pages to be a full and correct copy of the original abstract and return of the votes cast in the City of North Mankato State General Election held on Tuesday, November 6, 2018.

Witness my hand and official seal of office this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_

**CITY OF NORTH MANKATO  
RESULTS OF 2018 GENERAL ELECTION**

	1	2	3	4	5	6	7	TOTAL
Number registered at 7 a.m.	1200	1163	1194	1383	1572	1520	399	8431
Number Registered at Polls	91	74	86	95	113	104	43	606
Total Number Registered	1291	1237	1280	1478	1685	1624	442	9037
Total Number Voting in Polls	875	842	783	1004	1110	1103	271	5988
Total number of voters voting absentee.	113	110	169	190	197	156	30	965
Total number of Voters	988	952	952	1194	1307	1259	301	6955
% Turnout of Registered Voters	77%	77%	74%	81%	78%	78%	68%	77%