

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 April 1, 2019. Acting Mayor Steiner 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: Council Member Steiner, Norland, and Whitlock, City Administrator Harrenstein, City Attorney Kennedy, Finance Director McCann, Community Development Director Fischer, Public Works Director Host, and City Clerk Van Genderen. Mayor Dehen arrived at 7:08 p.m.

**Approval of Agenda**

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

**Approval of Council Meeting Minutes March 18, 2019**

**Council Member Whitlock moved, seconded by Council Member Norland, to approve the minutes of the Council meeting of March 18, 2019. Vote on the motion: Steiner, Norland, and Whitlock aye; no nays. Motion carried.**

**Approval of Council Work Session Minutes March 25, 2019**

**Council Member Norland and Whitlock indicated they would abstain from the vote. With no majority, the March 25, 2019, Work Session Minutes were tabled.**

**Consent Agenda**

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

- A. Bills and Appropriations.
- B. Res. No. 30-19 Approving Donations/Contributions/Grants.
- C. Approved Park and Audio Permit for Selchow-Hanson Wedding at Spring Lake Park Shelter #2, on September 13, 2019, from 2:00 pm to 6:00 pm.
- D. Approved Park and Audio Permit for Lasting Imprint Community Day at Spring Lake Park Shelter #1 and #2 on September 28, 2019, from 5:30 am to 1:00 pm.
- E. Res. No. 31-19 Waiving Waiting Period for Exemption from Lawful Gambling License for the Knights of Columbus.

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

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

None

**Business Items**

**Res. No. 32-19 Declaring Cost to be Assessed, and Ordering Preparation of Proposed Assessment Project No. 18-07 ABCDEF 2019 Tyler Avenue Reconstruction Project.**

City Engineer Sarff appeared before Council and reported he would discuss the next two resolutions. He reported bids were opened on Thursday, March 28, 2019. Three bids were received with WW Blacktopping the low bid at \$500,097.08, Holtmeier Construction, Inc. at \$510,490.53, and OMG Midwest, Inc. (SMC) at \$566,134.85. The Preliminary Engineering Report estimated the project at \$434,700, but a revised estimate presented at Council on February 19, 2019, estimated the cost at \$470,000. The low bid is approximately 15% above the Preliminary Engineering Report estimate and 6% above the estimate presented in February. Based on past performance on similar projects in previous years it is recommended to approve the bid. The City will not be approving the bids until the

assessment process is completed. The first resolution allows the preparation of the proposed assessment. City Engineer Sarff reported the next resolution for Hearing on Proposed Assessment Project NO. 18-07 ABCDEF 2019 Tyler Avenue Reconstruction Project sets a date for the public hearing on the proposed assessment. The assessment roll was included in the packet and based on past practice the City has capped the assessment for each property at \$6,000. Council Member Steiner requested a review of the assessment policy. City Engineer Sarff reported property owners could prepay the assessment before December 1, 2019, and no interest would be charged or the owner could allow the assessment to go on their tax roll and interest will be charged. The assessment will be spread over 15 years beginning in 2020. City Administrator Harrenstein noted that it was calculated that \$260,000 could be assessed to the properties with each property being assessed between \$12,000 and \$13,000 but the City did not find that this was a reasonable assessment and the Council has established an assessment cap. State statute requires 20% of the project be assessed to properties and the \$120,000 just makes the minimum.

**Council Member Norland moved, seconded by Council Member Whitlock to Adopt Res. No. 32-19 Declaring Cost to be Assessed, and Ordering Preparation of Proposed Assessment Project No. 18-07 ABCDEF 2019 Tyler Avenue Reconstruction Project. Vote on the motion: Steiner, Norland, Whitlock, and Dehen aye; no nays. Motion carried.**

**Council Member Steiner moved, seconded by Council Member Norland to Adopt Res. No. 33-19 for Hearing on Proposed Assessment Project No. 18-07 ABCDEF 2019 Tyler Avenue Reconstruction Project. Vote on the motion: Steiner, Norland, Whitlock, and Dehen aye; no nays. Motion carried.**

**Res. No. 34-19 Approving Plans and Specifications and Ordering Advertisement for Bids for Project No. 18-05 DEF 2019 Commerce Drive Improvement.**

City Engineer Sarff appeared before Council and reported plans and specifications had been prepared for the 2019 Commerce Drive Improvement Project. The plans are currently being reviewed by the Minnesota Department of Transportation. The project is located on Commerce Drive between Lookout Drive and Lor Ray Drive and includes street and drainage improvements, removal and consolidation of access points, streetscaping and lighting, pedestrian nodes, new boulevard trees, screening shrubs and decorative street lighting. The estimated cost of the project is \$3,314,000 with \$1,159,414 from Federal Funds-STP Small Urban, \$700,000 from State Funds-Local Road Improvement Program, \$727,293 from Municipal State Aid Funds and \$727,293 from City Funds. City Engineer Sarff reported the project would include weekly communication meetings with all properties affected by the construction. The City would wait to advertise the project until after MnDOT approved the plans. Attorney Kennedy requested information on the assessment process. City Engineer Sarff noted the policy does not differentiate between residents and commercial properties. City Finance Director McCann reported he used a similar formula as what is used for residential properties to determine proposed assessments for the business properties. City Administrator Harrenstein noted Finance Director McCann worked to make the assessments equitable. City Council Member Norland noted she was glad the project was moving forward.

**Council Member Steiner moved, seconded by Council Member Norland to Adopt Res. No. 34-19 Approving Plans and Specifications and Ordering Advertisement for Bids for Project No. 18-05 DEF 2019 Commerce Drive Improvement. Vote on the motion: Steiner, Norland, Whitlock, and Dehen aye; no nays. Motion carried.**

**Open Forum**

None.

**City Administrator and Staff Comments**

City Administrator Harrenstein reported staff was requesting Council to consider an ordinance increasing the amount of time that a vehicle may be parked on the street from 24-hours to 48-hours. Council Member Norland agreed with the proposal. Council Member Whitlock reported he was willing to have the ordinance brought back before Council. Mayor Dehen reported he was also in favor of bringing the ordinance back before Council. City Administrator Harrenstein reported City staff would prepare the ordinance and set a public hearing at the next Council Meeting.

Public Works Director Host reminded the City that Spring Cleanup days would be April 8-12 for the valley and April 15-19 for the hilltop. He indicated staff is out patching potholes.

Public Works Director Host reported staff continues the 24-hour levee patrol to watch for areas of danger and thanked the public works department, the volunteer firefighters and police reserves for their work.

Finance Director McCann requested clarification if Council would like to review the proposed RubyRide contract at the next Council Work Session or the next Council Meeting. Staff was directed to bring the contract to the next Council meeting.

City Clerk Van Genderen reported the Board of Appeal and Equalization would be held on April 18, 2019, in the North Mankato Police Annex and citizens who wish to discuss their property valuation or classification must first call the Nicollet County Assessors Office.

**Mayor and Council Comments**

Council Member Norland reminded individuals to stop putting shredded paper in the organics recycling. It must go to the recycling center.

Council Member Whitlock reported an individual expressed concerns about the tax rate in North Mankato. Council Member Whitlock reviewed property tax information for both Mankato and North Mankato and noted Mankato's portion of their tax bill is higher than North Mankato's portion of the tax bill. He also noted that the City of North Mankato reduced the property tax rate by 1%. Mayor Dehen commented that property value is increasing which is good for the property owner, and the City is mindful of the increasing value, and he worked to decrease the levy in North Mankato.

Council Member Whitlock reviewed an article he found in the Sr. Perspective about Council Member Norland's volunteer work with her husband, Larry Norland. Council Member Whitlock expressed his condolences on the recent loss of her husband.

Council Member Steiner expressed his condolences to Council Member Norland on the passing of her husband. Council Member Steiner also extended his condolences to the family of Terry McGee, a former Council Member and Election Judge.

Mayor Dehen expressed his condolences to Council Member Norland. Mayor Dehen also extended his sympathy to Jonathan Zierdt's family.

Mayor Dehen noted on April 12<sup>th</sup> the library will be conducting an Easter Egg Hunt at the library beginning at 6:30 pm. On April 13<sup>th</sup> Bunnies on Belgrade and adult Easter Egg Hunt will occur on the 200 Block of Belgrade, hosted by the Boy Scouts; and on April 20<sup>th</sup>, an Easter Egg Scramble will be held at Caswell Park.

At 7:46 p.m. on a motion by Council Member Norland, seconded by Council Member Steiner the Council Meeting was adjourned.

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Mayor

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City Clerk