

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 16, 2019. 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: Council Members Steiner, Norland, Oachs, Whitlock, and Mayor Dehen, City Administrator Harrenstein, City Attorney Kennedy, Finance Director McCann, Community Development Director Fischer, Public Works Director Host, and City Clerk Van Genderen.

Approval of Agenda

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

Approval of Council Meeting Minutes December 2, 2019

Council Member Oachs requested her vote on the December 2, 2019, Consent Agenda change from aye to abstain to reflect her vote. Council Member Steiner moved, seconded by Council Member Norland, to approve the minutes of the Council meeting of December 2, 2019, with the requested change. Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.

Public Hearing, 7 pm-Vacation of Utility Easements.

Community Development Director Fischer reported the property is the location of Culver's, KitchenMaster, Klooster & Begalka, CPAs. The property has been replatted many times and the property is being sold. The title company does not believe that all of the easements have been vacated. To satisfy the title company the City is re-vacating the underlying easements, while maintaining the current easements. The utility companies have been notified and there are no concerns.

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

Public Hearing 7 pm-Annual Stormwater Pollution Prevention Program (SWPPP) Review.

City Engineer Sarff appeared before Council and reported the Minnesota Pollution Control Agency (MPCA) administers the federal Clean Water Act and the State Disposal System requirements. 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 ground water from storm sewer systems. The City of North Mankato must comply with the 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. There are six Minimum Control Measures. Those include, Public Education and Outreach, Public Participation and Involvement, Illicit Discharge Elimination, Construction Site Stormwater Runoff Control, Post-Construction Stormwater Management in New Development and Redevelopment, and Pollution Control. The SWPPP has not been updated recently, but the MPCA is in the process of updating and reissuing the MS4 permit for all cities in Minnesota.

Mayor Dehen requested clarification on if the ravine work that the City is completing is accomplishing the goals. City Engineer Sarff reported while the goal is to reduce sediment and erosion into the river it is not technically mandated by the SWPPP.

Barb Church, 102 Wheeler Avenue, appeared before Council and requested Consent Item G be removed for discussion.

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

Consent Agenda

Council Member Norland moved, seconded by Council Member Steiner, to approve the Consent Agenda with Item G. removed.

- A. Bills and Appropriations.
- B. Res. No. 92-19 Approving Donations/Contributions/Grants.
- C. Approved Parade and Audio Permit for May 9, 2020, from 10:00 a.m. to 12:30 p.m. for the National MS Society event.
- D. Res. No. 93-19 Setting Rates and Charges for Wastewater Fees.
- E. Approved Park and Audio Permit for August 23, 2020, at Spring Lake Park Shelter #2 from 7:00 a.m. to 1:00 p.m. for an Outdoor Service.
- F. Approved Appointments to Boards and Commissions.
- G. Res. No. 94-19 Setting Fees and Charges.
- H. Res. No. 95-19 Closing and Transferring City Funds.

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

Public Comments Concerning Business Items on the Agenda

Barb Church, 102 Wheeler Avenue, appeared before Council to discuss Res. No. 94-19 Setting Fees and Charges. Ms. Church reported she did not agree with the doubling of the fee for the Audit and Budget Books.

Business Items

Consent Agenda Item G Res. No. 94-19 Setting Fees and Charges.

Council Member Norland moved, seconded by Council Member Steiner to adopt Res. No. 94-19 Setting Fees and Charges with the Audit Fee at \$15.00 and the Budget Book Fee at \$22.50.

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

Res. No. 96-19 Approving the General Fund Budget and Auxiliary Fund Budget for Fiscal Year 2020.

City Administrator Harrenstein reported the total General Fund budget is \$10.2 million the auxiliary Fund Budget is \$14.4 Million. Council Member Oachs requested City review with Nicollet County the recycling fee that Nicollet County has assessed. City Administrator Harrenstein reported staff will work with Nicollet County. **Council Member Norland moved, seconded by Council Member Steiner to adopt Res. No. 96-19 Approving the General Fund Budget and Auxiliary Fund Budget for Fiscal Year 2020. Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.**

Res. No. 97-19 Approving the 2019 Tax Levy Collectible in 2020.

City Administrator Harrenstein reported the 2019 tax levy is \$6.7 million with \$5.1 million in the General Fund, \$75,000 in the Port Authority Fund, \$1.1 million in Bonded Indebtedness and \$456,196 in the Abatement Levy. Finance Director McCann reported the budget is a 2% increase from 2019 and property tax rate continues to decrease. **Council Member Norland moved, seconded by Council Member Steiner to Adopt Res. No. 97-19 Approving the 2019 Tax Levy Collectible in 2020. Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.**

Res. No. 98-19 Approving the Capital Improvement Plan 2020-2024.

Council Member Norland moved, seconded by Council Member Whitlock to Adopt Res. No. 98-19 Approving the Capital Improvement Plan 2020-2024.

Res. No. 99-19 Amending the Adopted 2019 Budget.

Finance Director McCann reported as the City wraps up the budget there are some transfers needed to cover funds. City Administrator Harrenstein reported the transfers are mainly due to three events/items. First, significant storm damage and repairs were needed for frost heaves. Second, the purchase of an asphalt zipper to help repair the streets and in the future, the equipment may be used for mil and overlay. Finally, a shortfall in the lodging tax. **Council Member Norland moved, seconded by Council Member Norland to Adopt Res. No. 99-19 Amending the Adopted 2019 Budget. Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.**

Preliminary and Final Plat of Burnett's Ravine Ridge No. 6, a Request from Burnett Farms, Inc. Community Development Director Fischer reported the applicant is annexing 2.38 acres into the city limits. The property is on the west side of Raymond Drive with the purpose to create eight new lots. **Council Member Steiner moved, seconded by Council Member Norland to approve the Preliminary and Final Plat of Burnett's Ravine Ridge No. 6, a Request from Burnett Farms, Inc. Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.**

Z-2-19, A Request to Zone Burnett's Ravine Ridge No. 6 as R-1, One Family Dwelling. A request from Burnett Farms, Inc. and Adopt Ordinance No. 123, Fourth series Zoning Burnett's Ravine Ridge No. 6 as R-1, One Family Dwelling.

Council Member Norland moved, seconded by Council Member Steiner to Approve Z-2-19, A request to Zone Burnett's Ravine Ridge No. 6 as R-1, One Family Dwelling. A request from Burnett Farms, Inc. and Adopt Ordinance No. 123, Fourth Series Zoning Burnett's Ravine Ridge No. 6 as R-1, One Family Dwelling. Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.

Preliminary and Final Plat of Northport No. 21, a Request from North Mankato Port Authority.

Community Development Director Fischer reported Outlot A is a five acre lot adjacent to Howard Drive. The Port Authority is combining the land and selling a portion to D&K Powder Coating. Lot 2 will be reserved for future sale with access to Howard Drive West. **Council Member Steiner moved, seconded by Council Member Norland to approve the Preliminary and Final Plat of Northport No. 21, a Request from North Mankato Port Authority. Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.**

Res. No. 100-19 Vacating Utility Easements.

Council Member Steiner moved, seconded by Council Member Norland to adopt Res. No. 100-19 Vacating Utility Easements. Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.

Res. No. 101-19 Authorizing Transportation Alternatives Funding Application for the Hoover Elementary Safe Routes to School

City Engineer Sarff appeared before Council and reported the application would allow the City to apply for a competitive grant that could cover up to 80 percent of the eligible project costs. The improvement would provide improved or additional trails for kids walking or biking to school, and

improve crosswalk markings and signals. The total estimate project cost is \$542,000 for the City share after the grant at \$181,200. Council Member Oachs requested clarification on how often the City can apply. City Engineer Sarff reported the City can apply every year, but it is a competitive grant and the City may not be awarded the grant. Council Member Oachs expressed concerns about safety for children as they try to navigate the roundabouts and Lookout Drive and other routes to school. City Administrator Harrenstein agreed there are difficult areas, but the City will continue to try and improve the crossings and routes to school. **Council Member Norland moved, seconded by Council member Steiner to adopt Res. No. 101-19 Authorizing Transportation Alternatives Funding Application for the Hoover Elementary Safe Routes to School. Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.**

Res. No. 102-19 Authorizing Funding Application for the Lor Ray Drive and Somerset Lane Improvement Project.

City Engineer Sarff reported federal funding is available through the Surface Transportation Program for the improvement of streets and bridges in cities within District 7. North Mankato qualifies for those funds. If the City receives the funds they would be available in 2024 and would cover up to 80% of the eligible project costs. The proposed project would include the reconstruction of the existing two-lane roadways on Lor Ray Drive and Somerset Lane with a 40-foot wide bituminous street with curb and gutter on both sides. The project would also include the continuation of the existing 8-foot wide bituminous trail on the west side of Lor Ray Drive and the south side of Somerset Lane, and the continuation of the existing 8-foot wide concrete sidewalk along the east side of Lor ray drive. The estimated cost of the items that would be grant eligible items is approximately 4.1 million dollars. Federal funding would cover up to \$2.9 million. However, the total available through the grant would only be approximately \$2.6 million. The City could anticipate approximately \$1.5 million in local share costs. Additionally the project would include the installation of sanitary sewer and watermain on Lor Ray Drive and Somerset Lane, but those improvements would not be eligible for the grant and would amount to approximately \$700,000 for a total City share of \$2.2 million. **Council Member Steiner moved, seconded by Council Member Norland to Adopt Res. No. 102-19 Authorizing Funding Application for the Lor Ray Drive and Somerset Lane Improvement Project. Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.**

Open Forum

Barb Church, 102 Wheeler Avenue, appeared before Council and reported she still did not agree with the increase for the audit or budget book and believed it was unfair.

City Administrator and Staff Comments

City Administrator Harrenstein reported this would be the last meeting in 2019 and thanked City staff and the Council for all of their work.

Mayor and Council Comments

Council Member Oachs thanked everyone who donated to the Library. She thanked all those involved with Bells and Belgrade and the Library staff for their work. They handed out 700 bags to children.

Council Member Oachs wished everyone a Merry Christmas and a Happy New Year.

Council Member Norland wished everyone a Merry Christmas and a Happy New Year.

Council Member Whitlock encouraged everyone to take time on December 26th to experience the Dakota 38 +2 ride in memory of the 38 Dakota executed in Mankato in 1862.

Council Member Whitlock wished everyone a Merry Christmas and a Happy New Year.

Council Member Steiner wished everyone a Merry Christmas and a Happy New Year.

Mayor Dehen thanked the volunteer firefighters who responded to the house fire in North Mankato.

Mayor Dehen encouraged residents to consider automatic meters, pool passes or boulevard trees for the people on your list who are hard to shop for.

At 7:54 p.m. on a motion by Council Member Steiner, seconded by Council Member Norland, the Council Meeting was adjourned.

Mayor

City Clerk