

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 August 19, 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**Approval of Council Meeting Minutes August 5, 2019**

Council Member Norland moved, seconded by Council Member Steiner, to approve the minutes of the Council meeting of August 5, 2019. Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.

Approval of Council Work Session Minutes August 12, 2019

Council Member Steiner moved, seconded by Council Member Norland, to approve the minutes of the Council Work Session meeting of August 12, 2019. Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.

Public Hearing Abatement of the Property Located at 1730 Howard Drive.

Community Development Director Fischer reported due to ongoing citizen complaints concerning the condition of the building located at 1730 Howard Drive; the City Building Official inspected the building for both local and State building code violations. The inspection revealed both local and State building code violations and notices of violations were sent to the owner on May 8, 2019 and June 11, 2019. No action was taken by the owner. City Attorney Kennedy sent a letter informing the owner that the City would be proceeding with abatement measures by setting a public hearing date and a resolution establishing a timeline for abatement is included in the agenda for later discussion.

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

Public Hearing, Amend City Code Title XV: Land Usage, Chapter 154 Sign Regulations.

Community Development Director Fischer reported the Planning Commission reviewed the proposed amendments and recommended dynamic display signs be allowed for non-commercial public uses if the sign meets the following conditions:

- A. Sign image shall change no more than one time every three hours
- B. The sign shall be turned off 1-hour after sunset each night through 1-hour before sunrise the following day
- C. Luminance levels shall not exceed 6,000 nits during the daytime hours
- D. The sign manufacturer shall submit certification at the time of Sign Permit issuance that the sign has the mechanical capabilities to control luminance at the level noted in C above. In no instance shall the sign have the mechanical capabilities to exceed 6,000 nits

City Attorney Kennedy noted a definition for Non-Commercial Public Use was created that limits the use to property owned by the City of North Mankato, religious organizations, or public or private schools not created with the intent to earn a profit.

Barb Church, 102 Wheeler Avenue, appeared before Council and discussed the definition of dynamic sign displays, the changing of the sign every three hours, the size of the permitted signs and stated she did not believe dynamic signs should be allowed in residential areas.

Stephanie Jaquette, 509 Wheeler Avenue, appeared before Council and stated she did not believe dynamic display signs should be allowed in residential neighborhoods saying the signs could ruin the character of the neighborhoods, and negatively impact the health of children.

Lynn Solo, 726 Grant Avenue, appeared before Council and reported she did not want dynamic signs allowed in residential areas because they would be unsightly and could distract drivers.

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

Judson Bottom Road Update

Mayor Dehen requested an update on the Judson Bottom Road. City Administrator Harrenstein reported a resolution was passed in 1993 designating the road as a minimum maintenance road. Attorney Kennedy provided the Council with an opinion concerning liability, and a preliminary draft of the engineer's report has been received. Small boulders have been removed, and larger boulders are scheduled to be removed within the next two weeks. Traffic and Safety will meet following to review options and will make a recommendation to City Council.

Mayor Dehen inquired of the audience if anyone at the meeting had new information to share concerning the Judson Bottom Road.

Dave Blom, 40273 Judson Bottom Road, appeared before Council and stated he did not believe the road had ever been closed for anything except high water.

Attorney Kennedy stated because the road is designated as minimum maintenance, the City has no liability, and discretionary immunity also provides immunity from lawsuits. He believes a significant part of the Council's deliberations are moral in considering if it is safe enough for people to traverse.

Consent Agenda

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

- A. Bills and Appropriations.
- B. Res. No. 61-19 Approving Donations/Contributions/Grants.
- C. Res. No. 62-19 Approving Consent Assessment Agreement-1550 Nottingham Drive.
- D. Res. No. 63-19 Waiving Waiting Period for the Exemption from Lawful Gambling License for Holy Rosary Church.
- E. Appointed Jason Ceminsky to the Planning & Zoning Commission to Complete Isaac Kerry's Term Ending 2021.
- F. Approved Park Permit for Bridges Community School Picnic on August 28, 2019, from noon to 10:00 p.m. at Wheeler Park Shelter.
- G. Approved Park and Audio Permit for SouthPoint Financial Credit Union on September 18, 2019, from 4:00 p.m. to 8:00 p.m. at Spring Lake Park Shelter #1.
- H. Approved Parade and Audio Permit for SCC Fitness Center's 5K on September 19, 2019, from 5:00 p.m. to 7:00 p.m.
- I. Set Fall Drop-Off Dates-October 11-13, 2019.
- J. Set Water Main Flushing Dates-October 7-25, 2019.

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

Public Comments Concerning Business Items on the Agenda

Mathias Leyrer, 526 Wall Street, appeared before Council concerning the Preliminary and Final Plat of Romey Hinz Addition. He indicated the City should consider the proposed structure of the bar and ensure the building does not have an extreme angle, rather consider a straight line to help with future reuses of the building.

Business Items**Res. No. 65-19 Providing for the Competitive Sale of General Obligation Bonds, Series 2019A.**

City Administrator Harrenstein reported the G.O. Bond for 2019 would be for approximately 2.8 million dollars. The City plans to utilize the funds for the following projects: \$900,000 Commerce Drive Project, \$590,000 Tyler Avenue reconstruction, North Ridge Ravine improvement project \$800,000, Reserve deep sewer project \$279,000 and the Carol Court force main for \$230,000. Commerce Drive and Tyler Avenue make up approximately \$1.5 million of the G.O. Bond Debt. The ravine improvement will be a storm water utility debt, and the Reserve deep sewer and Carol Court force main will be sewer utility debt. The total is 2.8 million dollars, but only \$2 million is G.O. debt the remaining \$800,000 is utility bonds backed by the G.O. bonds ensuring a cheaper rate. A portion of Commerce Drive and Tyler Avenue debt will include assessments. City Administrator Harrenstein noted that bids would go out on October 7, 2019, and currently, the average coupon is 1.9%. Finance Director McCann noted the City plans to begin payment on the bonds beginning in February 2020 with the first payment of \$116,000. The City has already received over \$50,000 in prepaid assessments. Bond Counsel Tammy Omdal appeared before Council and reported the Bond Counsel suggest the City go out for rating. The City's current rating is AA and is just below a triple AAA bonding rate. The coupon rates are at a historic low and if the market holds the City could anticipate favorable rates. **Council Member Steiner moved, seconded by Council Member Norland to Adopt Res. No. 65-19 Providing for the Competitive Sale of General Obligation Bonds, Series 2019A. Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.**

Res. No. 64-19 of the North Mankato City Council in the Matter of Abatement of a Continuing Nuisance at 1730 Howard Drive, North Mankato, Minnesota on Property owned by Brandon Schnepf.

Mayor Dehen requested clarification on if Mr. Schnepf had reached out following the last Council Meeting to create an action plan. Community Development Director Fischer stated he had not created an action plan. Attorney Kennedy reviewed the steps laid out in the resolution including, serving the resolution on the property owner, the owner obtaining building permits within ten days, beginning work within 20 days and completing all work within 60 days of the issuance of the permits. Council requested clarification on if the property owner received the information, and the Attorney and Community Development Director Fischer reported he had received the communication. **Council Member Norland moved, seconded by Council Member Whitlock to Adopt Res. No. 64-19 of the North Mankato City Council in the Matter of Abatement of a Continuing Nuisance at 1730 Howard Drive, North Mankato, Minnesota on Property owned by Brandon Schnepf. Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.**

Ordinance No. 117, Fourth Series, An Ordinance of the City of North Mankato, Minnesota Amending City Code Title XV: Land Usage-Dynamic Signs in Residential Zoning Districts.

City Administrator Harrenstein reported that the Council could consider changing the language concerning flashing and blinking lights. He stated the fifty (50) square feet is consistent with current City code language. City Administrator Harrenstein stated he thought the three-hour limitations on the number of times a sign could change could be restrictive and suggested decreasing the time to one-hour. Council Member Norland noted the proposed Holy Rosary Church sign was not (50) fifty square feet. Council Member Oachs stated the current code language covers both blinking and flashing. Attorney Kennedy reported the Planning Commission worked to prevent the signs from being intrusive. Mayor Dehen noted the brightness is no brighter than a TV inside a person's house. Council Member Oachs noted any new signs would require a sign permit application. Council Member Whitlock commented on the sign at PJ's liquors which is close to his home and noted that he does not notice the sign anymore unless he wants to find out the temperature. **Council Member Norland moved, seconded by Council Member Whitlock to adopt Ordinance No. 117, Fourth Series, An Ordinance of the City of North Mankato, Minnesota Amending City Code Title XV: Land Usage-Dynamic Signs in Residential Zoning Districts. Vote on the motion: Norland, Whitlock, and Dehen aye; Steiner and Oachs nay. Motion carried.**

Consider Approving the Preliminary and Final Plat of Romey Hinz Addition: A Request from Growth Holdings and Frandsen Bank & Trust.

Community Development Director Fischer reported the applicants submitted an application to replat three lots on the 200 block of Belgrade into two lots for future redevelopment. The applicants plan to demolish the old gas station and bank drive-thru and develop a bar and a bank with parking behind the lots. The final plat includes a drawing of the positioning of the new buildings. Mayor Dehen requested clarification if the drawing includes a passageway for pedestrians especially as the City intends to create a mid-block crossing on the 200 block of Belgrade. Additional discussion was held concerning the proposed plat and potential pedestrian passageway. City Administrator Harrenstein suggested continued deliberation with the developer to ensure public benefit of the redevelopment. No action was taken on the preliminary and final plat.

Consider Accepting the Planning Commission's Recommendations Concerning CU-1-10, 1730 Commerce Drive.

Community Development Director Fischer reported the owners of ExpressCare at 1730 Commerce Drive requested financial assistance to expand their parking lot. The Port Authority reviewed the request but requested the Planning Commission review their current Conditional Use Permit (CUP). The original CUP was issued in 1998 but modified to its current status in 2010. Community Development Director Fischer reviewed the current CUP and provided the Planning Commission's recommendations to modify the CUP.

1. All parking space sizes conform to the City Code requirements
2. All parking spaces shall be clearly painted
3. Parking of vehicles shall be consistent with the original parking plan or a revised plan approved by the City
4. Stacked or double parking of vehicles within the front parking lot is not permitted
5. Access to adjacent businesses shall not be blocked
6. There shall be no more than twenty (20) motor vehicles, including employee vehicles and vehicles for sale stored outdoors on the property for a period longer than four (4) consecutive weeks
7. All parts and equipment shall either be stored within the building or within an entirely screened-in area outside the building

Mayor Dehen requested clarification on if they comply with the modified CUP would they be eligible for the additional funding. Additional discussion was held concerning the proposed additional parking lot and if adding those parking stalls would put the property over the allowed stalls in the CUP.

Council Member Norland moved, seconded by Council Member Steiner to accept the Planning Commission's Recommendations Concerning CU-1-10, 1730 Commerce Drive. Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.

Res. No. 66-19 Decertifying Tax Increment Financing District No. IDD 1-21 (Allstate Peterbilt Project) Located in the City of North Mankato, Minnesota

Finance Director McCann reported all obligations for the TIF district has been met because the collections were greater than anticipated and all obligations were met last year. There is a \$5,000 balance that will be collected by Nicollet County and redistributed to the appropriate agencies. The property will be completely on the tax roll next year. **Council Member Norland moved, seconded by Council Member Steiner to Adopt Res. No. 66-19 Decertifying Tax Increment Financing District No. IDD 1-21 (Allstate Peterbilt Project) Located in the City of North Mankato, Minnesota. Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.**

Open Forum

Tom Hagen, 927 Lake Street, appeared before Council and encouraged the development of an Historic Preservation Commission.

Barb Church, 102 Wheeler Avenue, requested clarification on organic recycling and expressed her disagreement with the allowed size of a sign in a residential neighborhood.

City Administrator and Staff Comments

City Administrator Harrenstein reported Council and staff will review and approve of any building built and ensure the Belgrade Avenue design guidelines are reviewed.

Public Works Director Host reported West Central has taken over the organics recycling and a dumpster was placed last week. He reported the levee has been recertified and all properties will be reclassified. He thanked residents for their patience during the construction season and indicated the pool has been a wonderful asset to the community.

Finance Director McCann reported a budget would be provided to the Council.

City Clerk Van Genderen reminded residents that they can view an Historic Display on North Mankato at the Nicollet County Historical Society.

Mayor and Council Comments

None.

At 8:15 p.m. on a motion by Council Member Norland, seconded by Council Member Steiner the Council Meeting was adjourned to closed session for Follow-up to Attorney Confidential/Personnel Committee Report for Review of Non-Elected Personnel.

At 8:45 p.m., the Council reconvened and Council Member Norland read the following statement: "The City Council of North Mankato is pleased to announce their continued support for City Administrator John Harrenstein and his very successful enhancement efforts on behalf of the City. Subsequent to a pay equity review and a market analysis of all City staff wages and including a 3% merit increase, Mr. Hartenstein's base salary will be \$139,000 in 2019. For more information

please contact Mayor Dehen or Diane Norland at 507-625-4141.” At 8:47 p.m. on a motion by Council Member Norland, seconded by Council Member Steiner the Council Meeting was adjourned.

Mayor

City Clerk

Pursuant to due call and notice thereof, a Council Work Session of the North Mankato City Council was held at the Police Annex at 1001 Belgrade Avenue on August 26, 2019. Mayor Dehen called the meeting to order at 12:00 p.m. The following were present for roll call: Mayor Dehen, Council Members Whitlock, Steiner, Norland, and Oachs, City Administrator Harrenstein, and City Clerk Van Genderen. Absent: Council Member Whitlock.

Discuss Draft Private Activity Revenue Bond (Conduit Debt) Policy

City Administrator Harrenstein reported the City has issued conduit debt, the last issuance to Monarch Meadows. It is a vehicle for businesses to use the City's tax-exempt status to issue debt, the City receives a percentage of the issuance fee and an application fee of \$1,000. He noted the plan would be for the Port to consider issuing conduit debt as an additional source of income. City Administrator Harrenstein introduced Daniel Burns from Briggs and Morgan who reviewed the proposed policy. Mr. Burns noted that many cities have similar policies in place. The requirements allow certain entities to request conduit bonding and the bond company will ensure that all state and federal regulations are followed. He reported the issuance of a conduit bond requires a specific set of meetings and the bond counsel would ensure all necessary meetings were held to issue the conduit bond. Bond Counsel fees would be paid by the borrower. Entities outside of the jurisdiction could request a conduit bond as long as the host jurisdiction agrees to allow the conduit bond. Mayor Dehen requested clarification on what would happen if the borrower defaulted. Mr. Burns reported the City or the Port would not be held liable if the borrower defaulted. City Administrator Harrenstein reported the Conduit Bond Policy would be presented at the next Port Authority Meeting.

Discuss City of North Mankato Taxable Market Value, Tax Capacity, Property Tax Levy and Tax Rate

Finance Director McCann stated the City conducted a study of the last 10-years to help understand resident taxes. He reviewed the impact of increases in market valuations, the Market Value Homestead Exclusion Act, the impact of other taxing jurisdictions tax levy and referendums, and the impact of increases to North Mankato's property tax levy. Finance Director McCann reported the study used a sampling of 30 residential homes with 15 under \$199,999, 10 between \$200,000-\$299,999 and 5 over \$300,000, 20 commercial properties with 11 under \$500,000 and 9 over \$500,000 and 15 industrial properties with 7 under \$3,000,000 and 8 over \$3,000,000. A review of the tax history of these properties concluded that taxes have increased across all categories and the taxes have exceeded inflation except commercial under \$500,000 and industrial over \$3 million. A review of the valuations showed the taxable market value increases were greatest in residential over \$300,000, commercial over \$500,000 and industrial under \$3,000,000. In 2011 the Legislation eliminated the credit on property tax and created an exclusion to the proportion of property value. Finance Director McCann reviewed the impact to the market, noting that before the change the Taxable Market Value and the Estimated Market Value was nearly a 100% match. Now the Total Market Value is 92% of the Estimated Market Value. The Minnesota Department of Revenue estimated statewide average tax rates would go up 4.83%. A review of North Mankato showed that the estimated Total Market Value without the Legislative change over the 10 years would have increased 49.94% while the Total Market Value after the change showed only a 41.26% increase. Finance Director McCann concluded the valuation decreases during the great recession had the greatest impact on tax rates. Finance Director McCann reported a residents property tax bill includes County, City School District Property and Referendums, Region 9, Multicounty HRA and the School District Referendum. He reviewed the impact of the City, County and School district on North Mankato residents. It was concluded that the school district tax had the biggest increase over the 10-years. He reported North Mankato's tax levy

has increased, but other taxing jurisdiction levies have also increased. Mayor Dehen noted that increasing property values means a properties taxes also increase. Finance Director McCann reviewed the tax rate calculation the City follows to set the tax levy. The City prepares a proposed budget and includes all non-tax levy revenue sources and what is left is what the City needs to set for the tax levy. Finance Director McCann reviewed the tax rate calculation. He compared the Tax Levy to Tax Capacity increases from 2010-2019 which included a Tax Capacity increase of 26.74% and a Tax Levy increase of 38.84% while a comparison of 2013-2019 revealed a Tax Capacity increase of 36.21% and a Tax Levy increase of 24.15%. Finance Director McCann's final conclusion is that ultimately what a property owner pays is largely based on what happens to the value of their individual property.

Mayor Dehen commented that Minneapolis is considering a 7% tax rate increase and St. Paul is considering a 10% rate increase. City Administrator Harrenstein noted that many items drive individual property tax rates and the City is one of many. He stated the City strives to manage the levy and minimize impact while fulfilling the strategic goals of the City and catching up on capital and equipment needs that were delayed during the great recession and the City's recovery. He reported the purpose of the study was to help understand where people are at concerning taxes before heading into the budget season.

2020 Proposed Levy

Finance Director McCann reported Nicollet County prepared an assessment to determine the total growth in North Mankato estimated Market value for taxes payable in 2020, and it is estimated to have grown \$37,507,300 or 3.1%. Nicollet County has also confirmed \$20,638,000 in new growth related to new construction, new additions, or remodels. While these estimates may change they are good indicators of the trend in North Mankato for 2019.

Finance Director McCann reported the staff prepared three levy options for the Council's consideration. A flat levy where the estimated tax rate would drop from 50.950% to 49.491%. The flat levy would require significant cuts to the general fund and cash levels would decrease 2% over the 5-year forecast going from 42% in 2020 to 40% in 2024. The second option would set the levy based on new growth. The tax rate would decrease from 50.950% to 50.311% and would generate \$111,000 in additional spending. Staff has developed the proposed budget on this model. The draft allows staff pay increases, health insurance costs, and continuing with the current capital set-asides as identified in previous planning documents. Cash levels are projected to increase 2% over the 5-year forecast going from 42% in 2020 to 44% in 2024. The third option is based on total growth, and the tax rate is estimated to remain flat at 50.950%. The option generates \$197,000 in additional spending. Option three would allow for all items covered in option two and additional funds to be allocated toward capital set-asides to be identified by the Council. Cash levels are projected to increase 6% over the 5-year forecast going from 43% in 2020 to 49% in 2024. City Administrator Harrenstein reported City staff is recommending option two capturing new growth. Mayor Dehen clarified the staff is including the cushion of the increased Local Government Aid (LGA). Finance Director McCann reported the Council would need to set the max levy by September 30, 2019, and reported the budget that will be presented includes Department Head requests. City staff requests Council direction on what to include and/or exclude. Discussion was held concerning future projects, consideration of the tax levy and caution concerning future budgets to remain cognizant of a possible recession.

Discuss Food and Beverage Tax and Lodging Tax

City Administrator Harrenstein reported the Lodging Tax was adopted in 1983 and is a 3% tax on the gross rent charged by an operator providing lodging to any person. The tax is collected by the operator and submitted monthly to the City. Since 1993 the City of North Mankato has one hotel which was the Holiday Inn/Best Western and is now the Norwood Inn. Collections have gone from \$36,039 in 1993 to a peak of \$55,209 in 2015 and were down to \$38,782 in 2018. It is suspected the cause of the decrease is increased competition, change in ownership at the end of 2016 and the closing of amenities at the hotel. Five percent of the lodging tax may go toward administration, and the remaining 95% must be used to fund local convention or visitor's bureau for the purpose of marketing and to promote the city or town. Last year the budget had \$42,000 in lodging tax for the promotion of Caswell Regional Sporting Complex, at the end of July a total of \$10,800 has been collected with a total estimate of only \$18,000 projected for the year. City staff has been working to resolve the issue and believe a new lodging venue should be in the City within the next 24 months. The new facility is estimated to bring in \$60,000 in revenue.

In 2016, North Mankato voters approved the extension of the local sales and use tax with a specific additional use of funding "indoor recreational facilities." Since that time, the City of North Mankato requested and received approval from the Minnesota State Legislature to implement up to a 1% food and beverage tax. Staff recommends the tax be implemented at 0.5% to maintain a level tax structure between North Mankato and Mankato. Discussion was held that Mankato recently approved increasing the food and beverage tax to the full 1%. The food and beverage tax includes on-sale intoxicating liquor and fermented malt beverages. The tax is designated for financing the operation, maintenance, and capital expenses for Caswell Park Regional Sporting Complex and costs related to regional tourism events. Staff estimates approximately \$50,000 in revenue from the tax each year. It is important to recognize the flexibility of the new tax to be used to fund operations, maintenance, and capital expenditures, unlike the lodging tax. The use of the tax will further reduce the impact to property taxpayers by reducing annual contributions to Caswell from the general fund levy, spreading the costs of the facility to visitors utilizing them, and assist the users' ability to the facility. Staff recommends the documents necessary for implementing the food and beverage tax at the 0.5% level. Council Member Oachs requested a review of the history of why council is considering the food and beverage tax. She indicated the implementation of the tax would be difficult for the locally run small establishments, and there was concern about pricing themselves out of business. City Administrator Harrenstein reviewed the history of Caswell Sports indicating steps have been taken to improve the operations of the facility, continue establishing it as a regional asset, and increase revenue. He reported the City began discussing an indoor recreational facility in 2008 and a renewed interest occurred in 2014 and 2015, and Council and staff have pursued the facility. The food and beverage tax is one revenue stream the would help operate the facility.

Council Member Norland moved, seconded by Council Member Oachs to close the Council Work Session at 1:20 p.m.

Mayor

City Clerk



Spirit of Cooperation

Two Cities Working Together

PROCLAMATION



Whereas: Direct support professionals are the primary providers of long-term support services for tens of thousands of individuals with disabilities in Minnesota; and

Whereas: Direct support professionals build close, respectful, and trusting relationships with individuals with disabilities and assist to meet their needs; and

Whereas: Direct support professionals provide essential support to individuals with disabilities, helping them stay connected to family, friends and the community, and helping them live their best lives; and

Whereas: Direct support professionals provide a broad range of individualized supports, including meal preparation, medication assistance, bathing, dressing, mobility, and other daily tasks; and

Whereas: An adequate workforce of high-quality direct support professionals is necessary to meet obligations for people with disabilities and minimize more costly care settings.

Now, therefore: be it resolved that to honor and support the important work of DSPs in our community, the week of September 9-15, 2019, will be proclaimed DSP Recognition Week in the cities of North Mankato and Mankato.

Mark Dehen, Mayor of North Mankato, Minnesota
Dated this 3rd day of September 2019.

Najwa Massad, Mayor of Mankato, Minnesota
Dated this 9th day of September 2019.

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City of North Mankato, MN

Claims List - Regular

By Vendor Name

Date Range: 9-3-19

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
03030	AD STARR	09/03/2019	Regular	0	600.00	91554
02826	ASC PSYCHOLOGICAL	09/03/2019	Regular	0	200.00	91555
00172	BOHRER, TOM	09/03/2019	Regular	0	255.00	91556
02757	CINTAS	09/03/2019	Regular	0	67.98	91557
00344	DIAMOND VOGEL PAINT CENTER	09/03/2019	Regular	0	206.85	91558
00364	DRUMMER'S GARDEN CENTER & FLORAL	09/03/2019	Regular	0	299.95	91559
00404	FASTENAL COMPANY	09/03/2019	Regular	0	67.92	91560
00432	FLEETPRIDE	09/03/2019	Regular	0	103.94	91561
00447	FREE PRESS	09/03/2019	Regular	0	216.08	91562
00456	FROMM'S AUTO, INC.	09/03/2019	Regular	0	779.70	91563
00473	GENERATOR SYSTEM SERVICES, INC.	09/03/2019	Regular	0	2,225.00	91564
03119	GOOD VIBRATIONS	09/03/2019	Regular	0	400.00	91565
00511	GREENCARE	09/03/2019	Regular	0	1,021.62	91566
03120	HOLMSETH, TESSA	09/03/2019	Regular	0	475.00	91567
00595	HY-VEE, INC.	09/03/2019	Regular	0	525.65	91568
03116	JOHN DEERE/RDO EQUIPMENT CO.	09/03/2019	Regular	0	21,514.00	91569
00800	MADDEN, GALANTER, HANSEN, LLP	09/03/2019	Regular	0	560.00	91570
00812	MANKATO BEARING COMPANY	09/03/2019	Regular	0	44.72	91571
00819	MANKATO FORD, INC.	09/03/2019	Regular	0	20.46	91572
00829	MANKATO PUBLIC SCHOOLS	09/03/2019	Regular	0	8,753.29	91573
00833	MANKATO UMPIRE ASSOCIATION	08/22/2019	Regular	0	755.51	91550
00920	MINNESOTA DEPARTMENT OF HEALTH	09/03/2019	Regular	0	8,326.75	91574
03022	MINNESOTA PAVING & MATERIALS	09/03/2019	Regular	0	740.23	91575
01057	NORTH MANKATO MOTOR VEHICLE REGISTRA	08/20/2019	Regular	0	3,208.75	91547
03121	OTTO MEDIA GROUP (OMG)	09/03/2019	Regular	0	1,600.00	91576
01106	PETTY CASH	09/03/2019	Regular	0	43.28	91577
01107	PINE PRODUCTS, INC.	09/03/2019	Regular	0	2,000.00	91578
01133	POWERPLAN/RDO EQUIPMENT	09/03/2019	Regular	0	809.70	91579
02195	PUB 500	09/03/2019	Regular	0	211.66	91580
02801	REHNELT EXCAVATING LLC	08/23/2019	Regular	0	8,496.04	91552
01184	REHRIG PACIFIC COMPANY	09/03/2019	Regular	0	7,438.19	91581
01191	RELANCE ELECTRIC OF SOUTHERN MINNESOT	09/03/2019	Regular	0	219.87	91582
03014	RUBY RIDE	09/03/2019	Regular	0	552.75	91583
03118	SHASKAN, STEPHEN	08/20/2019	Regular	0	750.00	91548
03117	SHASKAN, TRISHA	08/20/2019	Regular	0	750.00	91549
01278	SHERWIN-WILLIAMS CO.	09/03/2019	Regular	0	56.64	91584
02784	SPORTAFLEX, LLC	09/03/2019	Regular	0	1,029.00	91585
01352	STREICHER'S, INC	08/19/2019	Regular	0	1,249.50	91541
01352	STREICHER'S, INC	09/03/2019	Regular	0	2,227.86	91586
01402	TIRE ASSOCIATES	09/03/2019	Regular	0	770.44	91587
01409	TOPPERS & TRAILERS PLUS	09/03/2019	Regular	0	180.16	91588
01414	TOWMASTER	09/03/2019	Regular	0	782.98	91589
01415	TOYOTA-LIFT OF MINNESOTA	09/03/2019	Regular	0	5,689.00	91590
01432	TWIN RIVERS COUNCIL FOR THE ARTS	08/19/2019	Regular	0	6,250.00	91546
01432	TWIN RIVERS COUNCIL FOR THE ARTS	09/03/2019	Regular	0	4,000.00	91591
02591	UNITED TEAM ELITE	09/03/2019	Regular	0	8,861.76	91592
01523	WENZEL AUTO ELECTRIC CO	09/03/2019	Regular	0	29.00	91593
01562	ZAHL EQUIPMENT SERVICE, INC.	09/03/2019	Regular	0	59.50	91594
03115	ZEF ENERGY INC.	08/19/2019	Regular	0	21,700.00	91545
00024	AEM FINANCIAL SOLUTIONS LLC	08/22/2019	Bank Draft	0	2,400.00	DFT0003343
02033	AMAZON.COM	08/22/2019	Bank Draft	0	64.70	DFT0003344
02058	CONSOLIDATED COMMUNICATIONS	08/23/2019	Bank Draft	0	60.79	DFT0003347
02058	CONSOLIDATED COMMUNICATIONS	08/23/2019	Bank Draft	0	56.07	DFT0003348
02058	CONSOLIDATED COMMUNICATIONS	08/23/2019	Bank Draft	0	344.40	DFT0003349
02058	CONSOLIDATED COMMUNICATIONS	08/23/2019	Bank Draft	0	1,497.36	DFT0003350
02058	CONSOLIDATED COMMUNICATIONS	08/23/2019	Bank Draft	0	42.94	DFT0003351
02058	CONSOLIDATED COMMUNICATIONS	08/23/2019	Bank Draft	0	169.47	DFT0003352

02058	CONSOLIDATED COMMUNICATIONS	08/23/2019	Bank Draft	0	37.66	DFT0003353
02058	CONSOLIDATED COMMUNICATIONS	08/23/2019	Bank Draft	0	209.70	DFT0003354
00506	GREATER MANKATO GROWTH, INC.	08/22/2019	Bank Draft	0	1,975.00	DFT0003340
00608	INGRAM LIBRARY SERVICES	08/23/2019	Bank Draft	0	216.27	DFT0003345
00733	LAKES GAS CO #10	08/22/2019	Bank Draft	0	132.50	DFT0003342
00815	MANKATO CLINIC, LTD.	08/23/2019	Bank Draft	0	125.00	DFT0003346
01322	SPRINT	08/22/2019	Bank Draft	0	36.16	DFT0003339
01335	STAPLES ADVANTAGE	07/05/2019	Bank Draft	0	58.74	DFT0003330
01335	STAPLES ADVANTAGE	08/22/2019	Bank Draft	0	263.85	DFT0003338
01338	STATE CHEMICAL SOLUTIONS	08/22/2019	Bank Draft	0	359.10	DFT0003341
00551	A.H. HERMEL COMPANY	09/05/2019	EFT	0	4,020.48	2109
00105	AUTO VALUE MANKATO	09/05/2019	EFT	0	338.87	2110
00216	C & S SUPPLY CO, INC.	09/05/2019	EFT	0	233.38	2111
02749	COMMUNICATION STRATEGIES LLC	09/05/2019	EFT	0	240.00	2112
00310	CRYSTEEL TRUCK EQUIPMENT, INC	09/05/2019	EFT	0	770.53	2113
00463	G & L AUTO SUPPLY, LLC	09/05/2019	EFT	0	138.00	2114
01098	GILLETTE GROUP/PEPSI-COLA	09/05/2019	EFT	0	1,522.07	2115
02560	GOLD MEDAL	09/05/2019	EFT	0	223.70	2116
00538	HAWKINS, INC.	09/05/2019	EFT	0	207.67	2117
02941	JAGUAR COMMUNICATIONS	09/05/2019	EFT	0	223.83	2118
00743	LARKSTUR ENGINEERING & SUPPLY, INC.	09/05/2019	EFT	0	135.00	2119
00776	LLOYD LUMBER CO.	08/20/2019	EFT	0	2,307.78	2108
00776	LLOYD LUMBER CO.	09/05/2019	EFT	0	70.26	2120
00874	MENARDS-MANKATO	09/05/2019	EFT	0	340.51	2121
00902	MINNESOTA IRON & METAL CO	09/05/2019	EFT	0	90.00	2122
00910	MINNESOTA VALLEY TESTING LAB, INC.	09/05/2019	EFT	0	340.00	2123
00997	MTI DISTRIBUTING CO	09/05/2019	EFT	0	301.87	2124
02005	PANTHEON COMPUTERS	09/05/2019	EFT	0	603.95	2125
01090	PARAGON PRINTING, MAILING & SPECIALTIES	09/05/2019	EFT	0	91.20	2126
01099	PET EXPO DISTRIBUTORS	09/05/2019	EFT	0	60.00	2127
01179	RED FEATHER PAPER CO.	09/05/2019	EFT	0	656.70	2128
01211	RIVER BEND BUSINESS PRODUCTS	09/05/2019	EFT	0	537.00	2129
01263	SCHWICKERT'S TECTA AMERICA LLC	09/05/2019	EFT	0	684.60	2130
01281	SIGN PRO	09/05/2019	EFT	0	380.00	2131
01323	SPS COMPANIES, INC.	09/05/2019	EFT	0	4,579.67	2132
01552	WW BLACKTOPPING, INC	09/05/2019	EFT	0	3,591.92	2133
00234	CENTER POINT ENERGY	08/22/2019	Bank Draft	0	22.92	DFT0003334
01477	VIKING ELECTRIC SUPPLY, INC.	08/22/2019	Bank Draft	0	444.41	DFT0003335
					158,331.76	95

Authorization Signatures

All Council

The above manual and regular claims lists for 9-3-19 are approved by:

MARK DEHEN- MAYOR

DIANE NORLAND- COUNCIL MEMBER

WILLIAM STEINER- COUNCIL MEMBER

SANDRA OACHS- COUNCIL MEMBER

JAMES WHITLOCK- COUNCIL MEMBER

PARK PERMIT

1001 Belgrade Ave
North Mankato, MN 56003
507-625-4141
www.northmankato.com

Permit #: 87 -2019 Start Time: 8:00 am Fee: \$ 100.00 Park
Date: 10-5-19 Stop Time: 8:00 pm 25.00 Audio

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

Event Name: Fundraiser for friend w/ cancer # of People Open House Pot-Luck

Name: Jen Konicek / Patty Neubert

Address: W 260 N 5477 Glen Ridge Rd

City: Lisbon State: WI Zip: 53089

Phone: () 414-651-6080 - Jen Email: lejenny@yahoo.com
507-625-1298 Patty Neubert

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

Please specify: Cans Keg * (\$300 refundable deposit and \$30 keg permit) 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:

Patty Neubert
Applicant

8/23/19
Date

☐ APPROVED ☐ DENIED

☒ REFER TO COUNCIL

City Clerk

Date

Receipt # R00196996 ☒ Book ☐ Online ☐ Park ☐ Police Staff Initials _____



1001 Belgrade Avenue
North Mankato, MN 56003
507-625-4141 Fax: 507-625-4151
www.northmankato.com

Audio Permit 87A- 2019
Park Permit 87- 2019

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
☐ DJ/KARAOKE MACHINE
☐ OTHER: _____

DATE OF EVENT: 10-5-19

BEGIN TIME: _____

END TIME: _____

LOCATION / SHELTER: SLP # 1

EVENT NAME: Fundraiser for

ONSITE COORDINATOR:

PRINT NAME: Jen Konick | Patty Neubert

MOBILE NUMBER: 414-651-6080 | 507-382-3688

☐ 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: Patty Neubert DATE: 8/23/19

CITY CLERK: _____

☐ DENIED ☐ APPROVED

☒ BOOK ☐ POLICE ☐ ONLINE ☒ \$25.00 FEE R00196996

STAFF INITIALS _____

WAIVER AND RELEASE FROM LIABILITY

I PLAN TO USE A BOUNCE HOUSE ON CITY OWNED PROPERTY. I STATE AND AFFIRM THAT:

1. I Patty Neubert have voluntarily elected to erect a bounce house on City property for a private event. I fully understand that this involves jumping on air filled entertainment toys(s) and that there are health and safety risks associated with this type of activity.
2. By signing this WAIVER AND RELEASE, I assume all risk, responsibility and warranty of any and all claims of personal injury, death or damages to but not limited to myself, bounce house participants and other persons utilizing the public space. I will not hold the City or anyone affiliated with the City responsible for any circumstance of this event.
3. I understand that entering into and signing this agreement affects my legal rights and may result in my giving up or waiving certain legal rights. I accept this and sign this agreement of my own accord.

Date of Activity: 10/5/19 Location of Activity: Shelter #1 Spring Lake

Name: Patty Neubert Company (if applicable) _____

Address: 52632 409th Ave North Mankato, MN 56003
City State Zip Code

Patty Neubert
Signature

8/23/19
Date

GOPHER STATE ONE CALL

I will call Gopher State One call at 1-800-252-1166 **ONE WEEK PRIOR** to the event. Gopher State One Call will locate (free of charge) the underground water and power lines so they are not damaged during staking of the Bounce House.

Signature: Patty Neubert

PARK RULES AND REGULATIONS

I will comply with all City Park Rules and Regulations and will clean-up, bag-up and remove any litter or garbage produced during the event.

Signature: Patty Neubert

FEE: \$250.00

PERMIT INFORMATION

The proposed area for extension must be adjacent to a current licensed area and must be enclosed by a temporary opaque fencing. Adequate parking must be maintained to allow patrons to park in the establishment's parking lot. Proof of adequate insurance must be provided. The City reserves the right to revoke the license.

Please return completed application to the City Clerk for review.

APPLICANT INFORMATION

Name of Establishment:

North Mankato American Legion

Applicant Name:

Jeff Frye

Address of Establishment:

256 Belgrade Ave North Mankato Mn 56003

Business Phone: 507-635-1264

Applicant Phone: 507-340-0831

1. Description of seasonal contiguous enclosed area adjacent to current permitted unenclosed area. Please include a drawing and maximum dimensions of area to be enclosed.

We will be looking to put up a snow fence enclosure for our 40th Anniversary event - this will be up for two days - may do something ~~at~~ in fall - beanbag tournament

2. Provide a detailed scale description of the barriers, method of seating, ingress and egress arrangements, security provisions.

We will be blocking off the parking lot behind the Legion for two days during our anniversary celebration - will be a temporary patio - we plan on having additional staff on hand including having people at door/gate checking ID's etc

3. Please contact City Hall for each use, failure to report use may result in revocation of the permit.
4. Applicants must apply separately for Audio Permits. Audio permits must be approved for each event.

APPROVAL

Application must be approved by the City before submitting to the City Council

Police Chief Signature

City Clerk Signature

Dates of Permitted Extension

Date Approved by Council

☐ Fee Paid.

Belgrade Ave

Legion Building

Front door

Back door

Legion Patio Gate

Tent

Tent
BAR

Stage

Alley

36'

55'

Parking Lot

Entrance

Back St.

1/2 mile



1001 Belgrade Avenue
North Mankato, MN 56003
507-625-4141 Fax: 507-625-4151
www.northmankato.com

Audio Permit _____ 2019
Park Permit _____ 2019

Audio Permit

About:

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- 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



DJ/KARAOKE MACHINE



OTHER: _____

DATE OF EVENT:

9/14/19

BEGIN TIME:

11am

END TIME:

6pm

LOCATION / SHELTER:

2516 Belgrade Ave

EVENT NAME:

American Legion 40th Anniversary

ONSITE COORDINATOR:

PRINT NAME:

Jeff Faye

MOBILE NUMBER:

507-340-0831

☒ 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:

DATE:

8/26/19

CITY CLERK:



DENIED



APPROVED



BOOK



POLICE



ONLINE



\$25.00 FEE

STAFF INITIALS



CITY OF *Minnesota*
NORTH MANKATO

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>Kristen Thomas</i>		Address <i>38904 State Hwy 99 St Peter 56082</i>		Phone <i>507-317-2180</i>	Email <i>Kristen.thomas@lastingimprint.org</i>
Sponsoring Organization Name <i>Lasting Imprint</i>		Address <i>PO Box 261 Mankato 56002</i>		Phone <i>507-317-2180</i>	
Contact during event <i>Kristen Thomas</i>				Phone <i>507-317-2180</i>	
Event Location <i>Spring Lake Park</i>				Date <i>9/28/19</i>	From Time To <i>6:00 am 1:30 pm</i>
Occasion for Parade <i>5K Walk Run - Our Community Has Heart Event</i>					
Parade Description / Composition <i>5K Walk/Run start in Spring Lake finish Spring Lake</i>					
Estimated Number of Participants: <i>150-200</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.

Kristen Thomas *8/16/19*
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.

[Signature] *8/19/19*
Chief of Police Date

Caswell Sports Director Date



CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #9F	Department: Community Dev.	Council Meeting Date: 9/3/19																																																
TITLE OF ISSUE: Consider Receiving and Accepting the Traffic and Safety Committee Recommendations on Judson Bottom Road.																																																		
BACKGROUND AND SUPPLEMENTAL INFORMATION: Traffic and Safety met on August 27, 2019, to discuss the Judson Bottom Road a Minimum Maintenance Road. It was recommended by the committee to: <ul style="list-style-type: none"> • City staff to safely remove any rocks that are deemed to be in imminent danger of falling • Signage posted stating, “watch for falling rock” • Install metal swing gates at both ends to allow for quick closing in the event the road floods or rockslides continue to occur • City staff and City Engineer to evaluate after heavy rain events and during the freeze/thaw cycle 																																																		
<i>If additional space is required, attach a separate sheet</i>																																																		
REQUESTED COUNCIL ACTION: Accept the Traffic and Safety Committee Recommendations on Judson Bottom Road.																																																		
<p>Motion By: _____</p> <p>Second By: _____</p> <p>Vote Record:</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="width: 15%;"></th> <th style="width: 15%;">Aye</th> <th style="width: 15%;">Nay</th> <th></th> </tr> </thead> <tbody> <tr> <td>_____</td> <td>_____</td> <td>_____</td> <td>Norland</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>_____</td> <td>Oachs</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>_____</td> <td>Whitlock</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>_____</td> <td>Steiner</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>_____</td> <td>Dehen</td> </tr> </tbody> </table>		Aye	Nay		_____	_____	_____	Norland	_____	_____	_____	Oachs	_____	_____	_____	Whitlock	_____	_____	_____	Steiner	_____	_____	_____	Dehen	<p style="text-align: center;">SUPPORTING DOCUMENTS ATTACHED</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="width: 20%;">Resolution</th> <th style="width: 20%;">Ordinance</th> <th style="width: 20%;">Contract</th> <th style="width: 20%;">Minutes</th> <th style="width: 20%;">Map</th> </tr> </thead> <tbody> <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 checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="5" style="padding-top: 10px;"> Other (specify) <u>Report from Braun Intertec, Resolution Designating Judson Bottom Road as a minimum maintenance road</u> </td> </tr> <tr> <td colspan="5">_____</td> </tr> <tr> <td colspan="5">_____</td> </tr> </tbody> </table>	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Other (specify) <u>Report from Braun Intertec, Resolution Designating Judson Bottom Road as a minimum maintenance road</u>					_____					_____				
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MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Mike Fischer, Community Development Director
DATE: August 27, 2019
SUBJECT: August Traffic & Safety Committee Meeting Minutes

On Tuesday, August 27, 2019, the Traffic & Safety Committee met to consider one item of business. Committee members present: Council Liaison Jim Whitlock, Community Member Bill Borchardt, Police Chief Ross Gullickson, Public Works Director Nate Host and Community Development Director Mike Fischer.

The following is a summary of the meeting:

1. Review of Judson Bottom Road

Public Works Director Host provided a summary of the conditions and closures of the Judson Bottom Road. He summarized a geotechnical review conducted by Braun Intertec including various recommendations. He acknowledged the road is designated as a minimum maintenance road and spoke about the limited traffic volumes. The Committee held discussions regarding the expansion of Valerie Lane, the drainage of Lookout Drive, size of warning signs and potential to install a guardrail along the road to stop rocks. The Committee agreed that the safety of those using the roadway should be the priority when considering the future of the roadway.

After continued discussion of the issues and conditions, the Traffic & Safety Committee recommends the following:

1. City Staff to safely remove any rocks that are deemed to be in imminent danger of falling
2. Signage posted stating, "watch for fallen rock"
3. Install metal swing gates at both ends to allow for quick closing in the event the road floods of rockslides continue to occur
4. City staff and City Engineer to evaluate after heavy rain events and during the freeze/thaw cycle

MEMORANDUM

TO: Traffic & Safety Committee

FROM: Mike Fischer, Community Development Director

DATE: August 20, 2019

SUBJECT: August Traffic & Safety Committee meeting

The next meeting of the Traffic & Safety Committee has been scheduled for Tuesday August 27, 2019 at 1:30 p.m. in the Municipal Building Conference Room.

AGENDA

1. Review of Judson Bottom Road

1. Review of Judson Bottom Road

It is requested the Traffic & Safety Committee review the conditions of the Judson Bottom Road and provide a recommendation to the City Council for future action. Attached is a Draft Geotechnical Report prepared by Braun Intertec and a memo from Public Works Director, Nate Host. The memo provides a history of the City owned section of the roadway including a recommendation moving forward.

RECOMMENDATION

Review the Geotechnical Report and memo and provide a recommendation for future action

August 20, 2019

Project B1909097

Mr. Nathan Host
City of North Mankato
PO Box 2055
1001 Belgrade Avenue
North Mankato, MN 56002

Re: Preliminary Geotechnical Review
Judson Bottom Road
North Mankato, MN

Dear Mr. Host:

Braun Intertec Corporation respectfully submits this letter report providing geotechnical consultation for the above referenced site.

Our Understanding of Project

Per our conversation with you and an initial site visit, we understand that small rockfall events have historically occurred along Judson Bottom Road between Lookout Drive to near Valerie Lane. We understand the rockfall events have traditionally been relatively small and have resulted in minor closures of Judson Bottom Road and removal of the rockfall from the roadway. As of March of 2019 after heavy snowmelt, spring flooding and heavy rain, numerous large rockfall events have occurred in multiple locations along Judson Bottom Road, resulting in full closure of the road because of safety concerns.

Preliminary Reconnaissance

On June 10th of 2019, Philip Bailey visited the site with Mr. Nathan Host and Mr. Bryan Bode of the City of North Mankato to observe the existing conditions. Observations were conducted from the road and ditch of Judson Bottom Road. Numerous small to medium rockfalls were observed that had resulted in rock and debris flows down the slope with material sizes ranging from fine-grained soil to several feet in diameter. These failures resulted in material covering a portion of the west bound drive lane. Several larger rockfalls were also observed that had fully covered the road. Photograph 1 presents the conditions at one of the smaller rockfall areas. Photo 2 shows the conditions present at one of the larger rockfalls observed.

Photograph 1. Small Rockfall



Photo 2. Large Rockfall



Based on our observations, it appears that the rockfalls occurred near the contact of the Oneota Dolomite and the underlying Jordan Sandstone, specifically the Hager City Member. Based on the Bedrock Geology Of The Mankato West Quadrangle, Blue Earth, Le Sueur, And Nicollet Counties, Minnesota By John H. Mossler, dated 2003, the geologic setting along Judson Bottom Road is described as follows: "Large (meterscale), solution enlarged vertical joints and bedding-plane fractures are particularly common in the lowermost part of the Hager City Member. In exposures along the north bank of the Minnesota River (T. 108 N., R. 27 W., secs. 11 and 14) and nearby areas these features are most commonly entirely filled with a gray to white shale and siltstone that appears to be lithically similar to the underlying Blue Earth Siltstone bed. The relatively fine-grained material that fills these cavities may, in combination with that composing the underlying Blue Earth Siltstone bed, provide some degree of hydraulic separation of the Jordan Sandstone from the upper part of the Hager City Member." These filled solution enlarged cavities can be seen in Photo 1.

Conclusions

Based on the limited reconnaissance we performed, it is our opinion that the rockfalls are likely occurring as a result of significant surface and subsurface water flow and freeze-thaw action. The surface and subsurface water flow likely saturate, soften and erode the fine-grained materials that fill the solution enlarged vertical joints and bedding plane fractures, which undercut and eventually cause toppling migration of the bedrock downslope. The breakdown of the fine-grained material are also likely accelerated by freeze-thaw of the south to southeast facing bluff.

Preliminary Recommendations

For mitigating the rockfalls, we can suggest the following options to consider. We present these options in a no further action, good, better and best format. These options are by no means comprehensive but put the potential mitigation of the rockfalls in perspective of cost vs. risk, meaning that the no further action option should be lower cost and higher risk and that the best option should be higher cost and lower risk.

- No Further Action Option. As this option implies, the City of North Mankato would do nothing except: place warning signs along the roadway alignment to alert the general public; monitor conditions of the slopes; and remove any rockfalls from the road surface once they occur. This option presents the most risk from a health and public safety perspective.
- Good Option. This option includes periodically observing and documenting conditions of the slopes and removing, or dislodging bedrock blocks or floats that appear to be loose or close to impending movement downslope. This would likely be performed from the road surface below the bluff. Proactively removing or scaling loose or dislodged material would create safer conditions immediately. However continued rock movement will eventually ravel upslope and rockfalls would continue to occur.
- Better Option. For this option, we recommend completing the removals noted in the Good Option as well as routing surface and near-surface water away from the slopes. This rerouting can be

accomplished by installing drains near the crest of the slope or diverting surface flow away from the rockfall areas. Consideration could also be given to mitigating erosion that occurs on the face of the slope by placing reinforced shotcrete on the rockface. While this would assist in keeping the rock in place but subsurface water flow would still be present behind the rock face and drainage through the shotcrete surface would be necessary to prevent hydrostatic pressure buildup behind the shotcrete as well as allowing water to freeze between the shotcrete and rock and eliminate the bond between the two elements. Though this could reduce the amount of surface flow down the slope, subsurface water will still accumulate through pooling freezing, which could activate further slope movements.

- **Best Option.** In addition to the better option, additional future movement could be further mitigated by installing rockfall drapery curtains, or rock bolts to control the movement of or hold the rockfall materials in place. Rockfall drapery curtain systems consist of a series of connected cables anchored into the face of the slope. Rockbolting would include installation of large-diameter steel dowels to reinforce and strengthen the rock mass. These bolts should be installed as an integral part of the shotcrete covering.

It should be noted that our opinions and recommendations are limited to visual observations of the surficial features at this stage. As such, this letter should not be considered a comprehensive geotechnical evaluation. A comprehensive geotechnical evaluation should be performed to evaluate the stability of the slope.

In performing its services, Braun Intertec used that degree of care and skill ordinarily exercised under similar circumstances by reputable members of its profession currently practicing in the same locality. No warranty, express or implied, is made.

We trust that this is the information you require. To have questions answered or schedule a time to meet and discuss our approach to this project further, please call Philip Bailey at 507.995.2788 or Bryan Ripp at 612.845.4475.

Sincerely,

BRAUN INTERTEC CORPORATION

Professional Certification:

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.



Philip Bailey
Aug 20 2019 3:26 PM

Philip E. Bailey, PE
Principal/Senior Engineer
License Number: 47539
August 20, 2019



Philip Bailey
Aug 20 2019 3:26 PM



Billie Bassett
For
Aug 20 2019 3:21 PM

Bryan J. Ripp, PE, CFM
Senior Engineer

BRAUN
INTERTEC

August 16, 2019

To: Traffic and Safety Committee

RE: **Judson Bottom Road**

To whom it may concern,

This letter is to provide context to the closed Judson Bottom Road. Some facts about the city owned section:

- The approximately 1 mile section of city owned roadway from Lookout Drive to Valerie Lane was originally constructed between 1885 and 1899.
- In 1993, the city of North Mankato designated this section of road as a minimum maintenance road pursuant to state statute 190.065. This designation relaxes the required maintenance as well as legal liability on the city should an incident occur on the road.
- The last traffic counts conducted on the road were in 2011 and show that an average of 300 or less vehicles travel along this section of road daily.
- The city owned section of road continues as county road 71 at Valerie Lane and eventually connects to county road 41/Rockford Road. The road serves as access to city limits for citizens and pedestrians alike coming from or traveling to Valerie Lane or out to county road 41.
- On the city owned portion of the road, the low spot in the road floods when the river reaches an elevation of approximately 23'. This flood stage is historically met once every 2 years.

In March of 2019 the road was closed due to flooding from the Minnesota River at the low spot in the road. Upon the river receding, city staff inspected the road for damage during the flood season and found (3) areas where several large boulders had fallen onto the roadway. On the hillside in those areas, large voids and undercutting of the hillside had occurred to the point where it became evident that additional slides were possible. City staff determined it that it would be in best interest to keep the road closed and monitor the hillside during the spring rainy season. During the rainy season (2) additional slides occurred. It was then determined to bring in a geotechnical consultant to assess the hillside as a total of (5) slides had occurred with very large boulders.

Recommendation: enclosed with this memo is a letter from Braun Intertec who visited the site and provided their expert take on the situation. The enclosed letter lays out several options moving forward. Upon further review and investigation of the site, we find several of these options to not be

financially or safely feasible due geologic structure and elevation of the hillside. Those options and reasons are:

Safety Nets – common practice in many mountainous states is to use safety netting. Although practical, these nets can only hold back small rocks and boulders. The boulders that fell along the bottom road ranged from small pebbles to the largest boulder which weighs an estimated 60+ tons. Approximately 12 boulders fell that were 10 tons or larger.

Shotcrete: shotcrete is a liquid applied concrete that only tacks to the surface of the face to which it is applied. Due to water getting into and behind the boulders, the shotcrete option will have very minimal impact.

Reinforcement Rods: Drilling and installing reinforcement rod through the rock will be a very costly project with the need for engineering, specialty equipment and specialty contractors due to the high elevation and nature of the work. The cost of this option does not make this feasible.

Water Mitigation: The report suggests mitigating water via diversion or piping. The challenge with this option is the hillside is solid rock and extremely vertical in nature. Running any sort of pipe to manage water, that is mostly rainwater and snowmelt, isn't feasible.

Based on these clarifications, I recommend a combination of the options they presented as a solution.

- city staff to safely remove any rocks that are deemed to be in imminent danger of falling.
- Signage posted stating watch for falling rock.
- Metal swing gates installed at both ends to allow for quick closing in the event the road floods or rockslides continue to occur.
- City staff and city engineer to evaluate after heavy rain events and during the freeze/thaw cycle.

Sincerely,

Nate Host
Public Works Director
City of North Mankato

RESOLUTION DESIGNATING A MINIMUM MAINTENANCE ROAD
ON THE FORMER CSAH 41 COMMONLY REFERRED TO AS
THE JUDSON BOTTOM ROAD

WHEREAS, the County Board of the County of Nicollet has adopted a Resolution revoking the designation of a section of County State Aid Highway 41, a segment of which is within the corporate limits of the City of North Mankato, and

WHEREAS, the City Council of the City of North Mankato has adopted a Resolution approving said revocation, and


WHEREAS, upon approval of the proposed revocation by the Commissioner of Transportation of the State of Minnesota, the revoked segment of County State Aid Highway 41 within the corporate limits of the City of North Mankato becomes a street under the City's jurisdiction,

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, that upon the Commissioner's revocation approval, said road described as follows, to wit:

That the portion of the right-of-way including the traveled and non-traveled right-of-way along either side of the established centerline of the public roadway beginning at a point approximately 33 feet south of Lot 16 of Len Al Acres Addition on the south projection of the line between Len Al Acres Addition and Langness Heights Subdivision, thence extending in an easterly direction to Lookout Drive, a point approximately 200 feet east and 2310 feet south of the west quarter corner of Section 12, township 108N, Range 27W.

is hereby designated a "Minimum Maintenance Road" in accordance with Minnesota Statute 160.095.

Adopted this 21st day of June, 1993.



Mayor (Acting)

ATTEST:


City Clerk

CERTIFICATION

I hereby certify that the above is a true and correct copy of a Resolution duly passed, adopted and approved by the City Council of said City on June 21, 1993.


City Clerk
City of North Mankato

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #9G	Department: Community Dev.	Council Meeting Date: 9/3/19																											
TITLE OF ISSUE: Consider Accepting Property Owner Petition to Annex 3.58 Acres into the City of North Mankato and Set a Public Hearing for 7:00 p.m. on October 21, 2019.																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: On August 29, 2019, the City received a request to annex 3.58 acres. The City Council is asked to accept the petition of annexation, and set a Public Hearing for 7:00 p.m. on October 21, 2019. 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.																													
<i>If additional space is required, attach a separate sheet</i>																													
REQUESTED COUNCIL ACTION: Accept Property Owner Petition to Annex 3.58 Acres into the City of North Mankato and Set a Public Hearing for 7:00 p.m. on October 21, 2019.																													
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>Oachs</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	_____	_____	Oachs	_____	_____	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> <u>Petition for Annexation</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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<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

Notice is hereby given that the City Council of the City of North Mankato, Minnesota, will hold a Public Hearing on Monday, October 21, 2019 at 7 p.m. in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, to consider Annexation of Land containing 3.58 acres owned by Steve and Kathleen Burnett and legally described as:

Commencing at the northeast corner of Outlot A, Northport No. 18, according to the plat thereof on file and of record with Nicollet County, Minnesota. A full legal description is available at the North Mankato City Hall.

Dated this 4th day of September 2019.

April Van Genderen
City Clerk
City of North Mankato

PETITION FOR ANNEXATION BY ORDINANCE

IN THE MATTER OF THE PETITION FOR ANNEXATION OF
ALL THAT PART OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 3,
TOWNSHIP 108 NORTH, RANGE 27 WEST
BY THE CITY OF NORTH MANKATO
FOR ANNEXATION PURSUANT TO MINNESOTA STATUTES 414.033, SUBD. 5

Petitioners state that the property owner or a majority of the property owners in number are required to commence a proceeding under M.S. 415.033, Subd. 5.

It is hereby requested by:

- ☒ the sole property owner; or
☐ all of the property owners; or
☐ a majority of the property 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 3 Township 108 North Range 27 West, Nicollet County, Minnesota described as:

Commencing at the northeast corner of Outlot A, Northport No. 18, according to the plat thereof on file and of record with the Nicollet County Recorder; thence South 00 degrees 03 minutes 09 seconds East (assumed bearing) along the east line of said Outlot A, a distance of 287.22 feet to the most southerly corner of said Outlot A, said point being the point of beginning; thence continuing South 00 degrees 03 minutes 09 seconds East, along the southerly extension of the easterly line of said Outlot A, a distance of 374.10 feet to a point on the north line of Outlot A, Northport No. 19, according to the plat thereof on file and of record with the Nicollet County Recorder; thence South 89 degrees 48 minutes 22 seconds East, along said north line, 643.76 feet to the northeast corner of Lot 1, Block 1, Northport No. 19; thence North 00 degrees 00 minutes 29 seconds West, along the North-South centerline of said Section 3, a distance of 110.78, thence North 67 degrees 35 minutes 54 seconds West, 696.66 feet to the point of beginning.

Said parcel contains 3.58 acres, subject to any and all easements of record.

1. There is one property owner in the area proposed for annexation.
2. The property owner has signed this petition. (If the land is owned by both husband and wife, both must sign the petition to represent all owners.)
3. The population of the annexation area is 0.

4. Said property is unincorporated, abuts on the City's boundary, and is not included within any other municipality.
5. The area of land to be annexed, in acres, is 3.58
Platted 0 Unplatted 3,58 Total 3,58
6. The reason for the requested annexation is industrial development.
7. All of the annexation area is or is about to become urban or suburban in character.
8. The area proposed for annexation is not included in any area that has already been designated for orderly annexation pursuant to M.S. 414.0325.

The Petitioner requests that pursuant to M.S. 414.033, the property described herein be annexed to and included within the City of North Mankato, Minnesota.

Date

8/29/2019

Kay Ulrich
Burnett Properties, LLLP
Kay Ulrich, Trustee

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #11A	Department: City Engineer	Council Meeting Date: 9/3/19																												
TITLE OF ISSUE: Consider Resolution Accepting Bid Project No. 19-04A The Landing Subdivision Trunk Sanitary Sewer.																														
BACKGROUND AND SUPPLEMENTAL INFORMATION: City Engineer Sarff will provide a review of the bids and recommendation.																														
<i>If additional space is required, attach a separate sheet</i>																														
REQUESTED COUNCIL ACTION: Adopt Resolution Accepting Bid Project No. 19-04A The Landing Subdivision Trunk Sanitary Sewer.																														
<p>Motion By: _____</p> <p>Second By: _____</p> <p>Vote Record:</p> <table style="margin-left: 40px;"> <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>Oachs</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		_____	_____	Oachs	_____	_____	Whitlock	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	<p style="text-align: center;">SUPPORTING DOCUMENTS ATTACHED</p> <table style="width: 100%;"> <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"/> X</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> <p>_____</p> <p>_____</p> <p>_____</p>		Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/> X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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RESOLUTION NO.

RESOLUTION ACCEPTING BID
PROJECT NO. 19-04A
THE LANDING SUBDIVISION TRUNK SANITARY SEWER

WHEREAS, pursuant to an advertisement for bids for Project No. 19-04A, The Landing Subdivision Trunk Sanitary Sewer, bids were received, opened, and tabulated according to the law for sanitary improvements; and

WHEREAS the following bids were received complying with the advertisement:

<u>Bidder</u>	<u>Bid Amount</u>
Hjerpe Contracting Inc.	\$167,493.00
Wencl Construction	\$177,232.00
Holtmeier Construction	\$194,737.39
R&R Construction	\$264,559.60
Kuechle Construction	\$274,907.00
Reiner Contracting Inc.	\$281,276.20

AND WHEREAS, it appears that Hjerpe Contracting, Inc. of Hutchinson, Minnesota is the lowest responsible bidder.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, AS FOLLOWS:

- 1) The Mayor and Administrator are hereby authorized and directed to enter into a construction contract with Hjerpe Contracting, Inc. of Hutchinson, Minnesota in the name of the City of North Mankato, Minnesota for the Project No. 19-04A, The Landing Subdivision Trunk Sanitary Sewer, according to the plans and specifications therefor approved by the city council and on file in the office of the city clerk.
- 2) The city clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Adopted by the City Council this 3rd day of September 2019.

Mayor

ATTEST:

City Clerk



Real People. Real Solutions.

1960 Premier Drive
Mankato, MN 56001-5900

Ph: (507) 625-4171
Fax: (507) 625-4177
Bolton-Menk.com

August 27, 2019

Mr. John Harrenstein
City Administrator
City of North Mankato
1001 Belgrade Avenue, P.O. Box 2055
North Mankato, MN 56002-2055

RE: The Landing Subdivision Trunk Sanitary Sewer
City of North Mankato, Minnesota
City Project No. 19-04A
BMI Project No. M18.119449

Dear Mr. Harrenstein,

Bids were received and opened at City Hall on Tuesday, August 27th at 11:00am for the project referenced above. Six (6) bids were received and the results of the bids are tabulated below:

Bidder	Bid Amount
Hjerpe Contracting, Inc.	\$167,493.00
Wencl Construction, Inc.	\$177,232.00
Holtmeier Construction, Inc.	\$194,737.39
R & R Excavating, Inc.	\$264,559.60
Kuechle Underground, Inc.	\$274,907.00
Reiner Contracting, Inc.	\$281,276.20

The Engineer's Estimate for the project was \$249,600. The low bidder for the project is Hjerpe Contracting, Inc., from Hutchinson, Minnesota. The low bid is approximately 33% below the Engineer's Estimate and approximately 5.5% under the next lowest bid.

Based on our research regarding past performance on similar projects, it is our opinion that Hjerpe Contracting, Inc is qualified to perform the work required under this contract. We hereby recommend that Hjerpe Contracting, Inc be awarded the contract based on the contract amount of \$167,493.00.

I will be available at the September 3 City Council meeting to review this information with the Council. Please feel free to contact me if you have any questions or if you require any additional information in the meantime.

Sincerely,
Bolton & Menk, Inc.

Daniel R. Sarff, P.E.
City Engineer

Cc: Nathan Host, Public Works Director
Kevin McCann, Finance Director