

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 February 3, 2020. 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 Whitlock, Steiner, Norland, Oachs, 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 Oachs requested Item 9I be removed from the Consent Agenda for discussion in the Business Items. Council Member Norland moved, seconded by Council Member Steiner, to approve the amended agenda. Vote on the motion: Whitlock, Steiner, Norland, Oachs, and Dehen aye; no nays. Motion carried.

Approval of Council Meeting Minutes January 21, 2020.

Council Member Norland moved, seconded by Council Member Steiner, to approve the minutes of the Council meeting of January 21, 2020. Vote on the motion: Whitlock, Steiner, Norland, Oachs, and Dehen aye; no nays. Motion carried.

Approval of Council Work Session Minutes January 27, 2020.

Council Member Steiner moved, seconded by Council Member Norland, to approve the minutes of the Council Work Session of January 27, 2020. Vote on the motion: Whitlock, Steiner, Norland, Oachs, and Dehen aye; no nays. Motion carried.

Proclamation

*Congenital Heart Defect Awareness Week
February 7-14, 2020*

WHEREAS, the health and well-being of our children is of paramount importance; and

WHEREAS, each year in the United States, more than 40,000 babies are born with a congenital heart defect; and

WHEREAS, the medical community has identified congenital heart defects as the leading cause of birth defect-related deaths; and

WHEREAS, it is crucial that parents, pediatricians, and all those in the health profession have a greater awareness of the potential for congenital heart defects among newborns and children; and

WHEREAS, Congenital Heart Defect Awareness Week provides the opportunity for families and patients affected by these conditions to share their experiences and knowledge with the public, so that we all may be made more aware of how this defect affects all our lives.

NOW, THEREFORE, I, Mark Dehen, Mayor of the City of North Mankato, Minnesota, do hereby proclaim February 7-14, 2020, to be

Congenital Heart Defect Awareness Week

in the City of North Mankato and encourage all North Mankato residents to join me in this special observance.

Consent Agenda

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

- A. Bills and Appropriations.
- B. Res. No. 13-20 Approving Donations/Contributions/Grants.
- C. Approved Parade and Audio Permit for South Central College 5K Fun Run on April 25, 2020, from 9:00 a.m. to 1:00 p.m.
- D. Approved Renewal of Caswell Sports On-Sale Liquor License from April 30, 2020, to April 30, 2021.
- E. Set Spring Clean-up for April 20-24 for the Valley and April 27-May 1 for the Hilltop.
- F. Set Public Hearing for 7 pm on February 18, 2020, for Revision of Code of Ordinances.
- G. Set Spring Water Main Flushing for April 13 through May 1, 2020.
- H. Res. No. 14-20 Appointing Election Judges.
- I. Res. No. 15-20 Approving Consent Assessment.

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

Public Comments Concerning Business Items on the Agenda
None.

Business Items

Res. No. 16-20 Accepting Bid Project No. 20-01 DE 2020 Street and Miscellaneous Paving Improvement Project.

Public Works Director Host reviewed the proposed project, which included Street and Alley Mill & Overlays including:

- Nottingham Drive from Lor Ray Drive to the curve between Nottingham Court and Sherwood Drive
- Lor Ray from Lee Boulevard to Noretta Drive
- Peregrine Lane
- Commerce Lane from Commerce Drive to Lookout Drive
- Hodgson Road
- Clare Drive from Roe Crest Drive to Clare Court
- Alley between South Avenue and Nicollet Avenue from Sherman Street to Cross Street
- Benson Park Parking Lot Wearing Course

He reported three bids were submitted and the low bid was from W.W. Blacktopping, Inc. at \$418,160.70, which was approximately 7% below the engineer's estimate of \$447,300. Director Host did note an error in the resolution stating the third bid was listed incorrectly in the resolution. City Clerk Van Genderen noted the error would be corrected. Director Host noted additional projects were out to bid, but those were separate because they would utilize Municipal State Aid Funds. City Administrator Harrenstein noted an update on the pavement management plan would be presented to Council at a Council Work Session. Staff recommended approval of the resolution. **Council Member Norland moved, seconded by Council Member Steiner to adopt Res. No. 16-20 Accepting Bid Project No. 20-01 DE 2020 Street and Miscellaneous Paving Improvement Project. Vote on the motion: Whitlock, Steiner, Norland, Oachs, and Dehen aye; no nays. Motion carried.**

Res. No. 17-20 Adopting the Caswell Fieldhouse Financial Feasibility Study.

City Administrator Harrenstein reported Council Members had received the document titled Caswell Fieldhouse Financial Feasibility Study and a presentation concerning the document was provided at a Council Work Session. The document is available online for review on the website. Council Member Oachs stated she wanted to make sure all Council Members were aware that by approving the resolution, Council is accepting that the fieldhouse may operate with a deficit. Council Member Steiner noted the proposal did make it into Governor Walz's bonding bill. Mayor Dehen commented there is a lot to complete but the inclusion in the bill is the first step. **Council Member Norland moved, seconded by Council Member Whitlock to Adopt Res. No. 17-20 Adopting the Caswell Fieldhouse Financial Feasibility Study. Vote on the motion: Whitlock, Steiner, Norland, Oachs, and Dehen aye; no nays. Motion carried.**

Open Forum

Michelle Holmgren, 125 Monroe Avenue, appeared before Council and reported concerns about traffic parking on both sides of the street near the corner of Lyndale and Wheeler, especially when the streets have not been plowed curb to curb. Lieutenant Morgan reported he had noted the same difficulty while on patrol. City Administrator Harrenstein noted plows would be going through the area to plow curb to curb and the issue would be brought before the Traffic and Safety Committee to determine if changes need to be made to the parking.

Barb Church, 102 Wheeler Avenue, appeared before Council and reported she attended the Pollinator Garden meetings and requested that the meetings be conducted on different days of the week. Ms. Church reported concerns about the Indoor Sports Facility, including requesting the Council Work Sessions be recorded. She also expressed concern that the indoor facility was the only voter approved project that she recalls the sales tax funds being discussed for use on. Ms. Church requested the continuation of notice of meetings.

Tom Hagen, 927 Lake Street, appeared before Council and indicated City Staff does not have the knowledge or ability to research information to include on a deer management flyer.

City Administrator and Staff Comments

City Administrator Harrenstein reported staff have made an effort to conduct public engagement meetings on different dates and will continue to make that a priority.

City Administrator Harrenstein noted that Council had discussed other Sales Tax spending options. He noted that the fieldhouse requires matching funds and the City was pledging 6 million of the 9 million approved by the State or 6 million of the 15 million approved by the voters. Leaving sales tax dollars for additional voter approved projects.

City Administrator Harrenstein reported City Council Work Session Minutes are available online.

City Administrator Harrenstein invited everyone to upcoming library events and invited Library Director Katie Heintz to the podium to report on the successful Adult Spelling Bee. Library Director Heintz reported the event was held at the Mankato Brewery, and there were 31 teams, 113 participants and \$2,000 was donated to the library.

Mayor and Council Comments

Council Member Oachs thanked residents who cleared out drains and cleaned out around Fire Hydrants and Mail Boxes.

Council Member Oachs thanked all those who participated and attended Anthony Ford Pond Hockey Tournament.

Council Member Oachs commented that a higher-level view of City budgeting and projects would be considered for preparation and presentation.

Council Member Norland reported the Green Spaces committee was meeting and working to provide education and support to community members to develop environmentally friendly spaces. She reported they had begun with the pollinator garden meetings and would continue with additional community workshops, education sessions and discussion concerning the potential ordinance that would allow the development of pollinator gardens. The committee would rely on experts including Randy Schindle from the DNR, Master Gardeners, the MN Board of Water and Soil Resources, and Seth Yokum with Aqualogic rain gardens. Mayor Dehen suggested adding the information to the City website.

Council Member Whitlock thanked everyone who attended Anthony Ford.

Council Member Steiner reported a Library Board Meeting was held, and events and activities have brought a record number of people into the library. Library Director Heintz has done a great job.

Mayor Dehen reported he had received thank-yous from the Boy Scouts, ISD 77 School District, and BENCHs for the contributions.

At 7:35 p.m. on a motion by Council Member Steiner, seconded by Council Member Norland, the Council Meeting was adjourned.

Mayor

City Clerk

The Free Press MEDIA

THE LAND

P.O. Box 3287, Mankato, MN 56002

www.mankatofreepress.com phone: (507) 344-6314, fax: (507) 625-1149

Affidavit of Publication

STATE OF MINNESOTA, COUNTY OF BLUE EARTH, SS.

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

1. I am the publisher of The Free Press, or the publisher's designated agent. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant to Minnesota Statutes §331A.07.

2. The newspaper has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.

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

The printed notice which is attached was cut from the columns of said newspaper, and was printed and published the following dates: 02/06/20, and printed below is a copy of the lower case alphabet from A to Z, both inclusive, which is hereby acknowledged as being the size and kind of type used in the composition and publication of the notice:

abcdefghijklmnopqrstuvwxyz

4. The Publisher's lowest classified rate paid by commercial users for comparable space, as determined pursuant to §331A.06, is as follows: 31.36.

5. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notice: The newspaper's known office is located in Blue Earth County. The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

FURTHER YOUR AFFIANT SAITH NOT.

By: _____

Steve Jameson, Publisher

Sworn to and subscribed before me, this day
02/06/2020

Notary Public

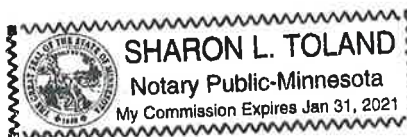
NOTICE OF PUBLIC HEARING February 6, 2020 TO AMEND NORTH MANKATO CITY CODE

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota, at 7 p.m. on the 18th day of February 2020, to hold a public hearing to amend the City Code of North Mankato to include all Ordinances adopted by the City Council since the last codification and other amendments to the Code as necessary.

Such persons as desire to be heard concerning the proposed amendment to the City Code will be heard at this meeting.

Dated this 3rd day of February 2020.

April Van Genderen, City Clerk
City of North Mankato, MN



ORDINANCE NO. 125, FOURTH SERIES

AN ORDINANCE AMENDING THE CODE OF ORDINANCES FOR
THE CITY OF NORTH MANKATO, MINNESOTA
REVISING, UPDATING AND
COMPILING CERTAIN ORDINANCES OF THE CITY DEALING WITH THE
SUBJECTS EMBRACED IN THE CODE OF ORDINANCES, AND PROVIDING
PENALTIES FOR THE VIOLATION OF THE CODE OF ORDINANCES

WHEREAS, Minnesota Statutes Section 415.02 and 415.021 authorize the City to cause its ordinances to be revised, updated and compiled;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, ordains as follows:

Section 1. All portions of the City of North Mankato Code will be revised as outlined in Exhibit A attached; and

Section 2. Ordinance Nos. 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, and 126, Fourth Series, are incorporated into the revised Code of Ordinances;

Section 3. This ordinance amending the Code of Ordinances shall be a sufficient publication of any ordinance included in it and not previously published in the City's official newspaper. The City Clerk shall cause a substantial quantity of the amended Code of Ordinances to be printed for public distribution to the public at actual cost. The official copy of this amended Code of Ordinances shall be marked and kept in the Office of the City Clerk.

Section 4. The Code of Ordinances is declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by Minnesota Statutes by the Courts of the State of Minnesota.

Section 5. This ordinance amending the Code of Ordinances shall take effect upon publication of this ordinance in the City's official newspaper.

Adopted by the City Council of the City of North Mankato this 18th day of February 2020.

Mayor

ATTEST:

City Clerk



City of North Mankato, MN

Claims List - Regular

By Vendor Name

Date Range: 2-18-20

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
00007	A&B TRANSMISSIONS	01/31/2020	Regular	0	3,427.00	92315
00012	ABDO, EICK & MEYERS, LLP	02/18/2020	Regular	0	2,400.00	92327
00029	AG SPRAY EQUIPMENT	02/18/2020	Regular	0	688.88	92328
00072	ANCOM COMMUNICATIONS	02/18/2020	Regular	0	1,843.00	92329
00093	ARNOLD'S OF MANKATO, INC.	02/18/2020	Regular	0	274.80	92330
00140	BERGERSON-CASWELL, INC.	02/12/2020	Regular	0	17,387.50	92322
03214	CENTENNIAL STUDENT UNION	01/31/2020	Regular	0	25.00	92316
02757	CINTAS	02/18/2020	Regular	0	176.53	92331
00255	CITY OF MANKATO	02/18/2020	Regular	0	4,013.73	92332
00262	CITY OF ST PETER	02/18/2020	Regular	0	250.00	92333
00303	CRAWLER WELDING, INC.	02/18/2020	Regular	0	385.95	92334
00401	EXPRESS SERVICES, INC.	02/18/2020	Regular	0	1,491.42	92335
00404	FASTENAL COMPANY	02/12/2020	Regular	0	29.57	92373
00409	FERGUSON ENTERPRISES, INC	02/12/2020	Regular	0	299.86	92374
00432	FLEETPRIDE	02/12/2020	Regular	0	93.90	92375
03218	FREEMOTION FITNESS	02/12/2020	Regular	0	3,760.00	92323
00499	GRAINGER	02/12/2020	Regular	0	563.81	92376
00519	HACH COMPANY	02/18/2020	Regular	0	321.88	92340
02829	HELLEKSON HEATING & AIR CONDITIONING LL	02/18/2020	Regular	0	504.95	92341
03216	HOUSEWRIGHT, DAVID	02/06/2020	Regular	0	500.00	92319
03055	KELLY & SONS EXCAVATING, LLC	02/18/2020	Regular	0	7,480.00	92342
00639	KIBBLE EQUIPMENT LLC	02/18/2020	Regular	0	8.33	92343
03163	KRIS ENGINEERING, INC	02/18/2020	Regular	0	198.00	92344
00731	LAGER'S OF MANKATO, INC.	02/18/2020	Regular	0	288.97	92345
00754	LEAGUE OF MINNESOTA CITIES	02/18/2020	Regular	0	1,388.00	92346
00812	MANKATO BEARING COMPANY	02/18/2020	Regular	0	223.40	92347
02643	MANKATO DOWNTOWN KIWANIS	02/18/2020	Regular	0	340.00	92348
00847	MATHESON TRI-GAS, INC.	02/18/2020	Regular	0	206.94	92349
03215	MATT SAXE CHEVROLET BUICK INC	02/05/2020	Regular	0	35,896.71	92317
02272	MINNESOTA COUNCIL OF CHURCHES/TAPEST	02/18/2020	Regular	0	3,000.00	92350
02234	MINNESOTA RIVER VALLEY SCENIC BYWAY ALL	02/18/2020	Regular	0	100.00	92351
01057	NORTH MANKATO MOTOR VEHICLE REGISTRA	02/12/2020	Regular	0	19.25	92324
02245	ONSITE	02/18/2020	Regular	0	188.75	92352
01084	OVERHEAD DOOR CO. OF MANKATO, INC.	02/18/2020	Regular	0	86.00	92353
01106	PETTY CASH	02/18/2020	Regular	0	138.77	92354
01133	POWERPLAN/RDO EQUIPMENT	02/18/2020	Regular	0	112.64	92355
02980	PROFESSIONAL LAW ENFORCEMENT ASSISTAN	02/18/2020	Regular	0	35.00	92356
03178	R & R EXCAVATING INC	02/18/2020	Regular	0	19,932.21	92357
03195	SAGA DESIGN GROUP LLC	02/18/2020	Regular	0	2,379.65	92358
01288	SKOGEN MECHANICAL LLC	02/18/2020	Regular	0	1,381.00	92359
01336	STAPLES OIL CO., INC.	02/18/2020	Regular	0	14,679.00	92360
01340	STATE OF MINNESOTA	02/07/2020	Regular	0	12.00	92321
01349	STONE & STEEL DESIGN, LLC	02/18/2020	Regular	0	449.88	92361
03219	TIM'S PLUMBING	02/18/2020	Regular	0	140.70	92362
01402	TIRE ASSOCIATES	02/18/2020	Regular	0	95.60	92363
01415	TOYOTA-LIFT OF MINNESOTA	02/18/2020	Regular	0	601.11	92364
03220	ULTIMATE PLAYGROUNDS INC	02/18/2020	Regular	0	1,270.50	92365
01441	UNITED RENTALS, INC.	02/18/2020	Regular	0	1,866.60	92366
03191	US SOLAR	02/18/2020	Regular	0	1,301.56	92367
02282	WARD EINESS STRATEGIES	02/18/2020	Regular	0	2,000.00	92368
01504	WATCH GUARD VIDEO	02/18/2020	Regular	0	350.00	92369
01523	WENZEL AUTO ELECTRIC CO	02/18/2020	Regular	0	180.66	92370
01525	WEST CENTRAL SANITATION, INC.	02/18/2020	Regular	0	28,584.18	92371
03066	WILLIAMS, STACEY	02/05/2020	Regular	0	38.33	92318
01544	WINTER EQUIPMENT CO., INC.	02/18/2020	Regular	0	3,242.75	92372
02033	AMAZON.COM	01/30/2020	Bank Draft	0	16.71	DFT0003849
02033	AMAZON.COM	01/30/2020	Bank Draft	0	16.16	DFT0003850

00137	BENCO ELECTRIC COOPERATIVE	02/06/2020	Bank Draft	0	28,072.92	DFT0003867
00311	CULLIGAN WATER CONDITIONING	02/05/2020	Bank Draft	0	83.25	DFT0003860
00311	CULLIGAN WATER CONDITIONING	02/05/2020	Bank Draft	0	34.75	DFT0003861
00318	DM STAMPS & SPECIALTIES	02/04/2020	Bank Draft	0	21.31	DFT0003854
02750	DPS MEDIA	02/05/2020	Bank Draft	0	178.47	DFT0003864
00447	FREE PRESS	02/05/2020	Bank Draft	0	127.51	DFT0003865
00608	INGRAM LIBRARY SERVICES	02/12/2020	Bank Draft	0	535.35	DFT0003902
02941	JAGUAR COMMUNICATIONS	02/10/2020	Bank Draft	0	3,994.56	DFT0003905
00775	LJP WASTE & RECYCLE, LLC	02/12/2020	Bank Draft	0	365.00	DFT0003900
00857	MC GOWAN WATER CONDITIONING, INC.	02/05/2020	Bank Draft	0	27.15	DFT0003855
00875	METRO SALES, INC.	02/05/2020	Bank Draft	0	120.00	DFT0003862
00910	MINNESOTA VALLEY TESTING LAB, INC.	01/30/2020	Bank Draft	0	59.50	DFT0003848
00910	MINNESOTA VALLEY TESTING LAB, INC.	01/31/2020	Bank Draft	0	59.50	DFT0003853
00910	MINNESOTA VALLEY TESTING LAB, INC.	02/06/2020	Bank Draft	0	399.50	DFT0003893
01335	STAPLES ADVANTAGE	01/30/2020	Bank Draft	0	191.14	DFT0003851
01335	STAPLES ADVANTAGE	01/31/2020	Bank Draft	0	123.23	DFT0003852
01335	STAPLES ADVANTAGE	02/05/2020	Bank Draft	0	122.89	DFT0003894
01335	STAPLES ADVANTAGE	02/06/2020	Bank Draft	0	190.79	DFT0003896
01335	STAPLES ADVANTAGE	02/07/2020	Bank Draft	0	284.89	DFT0003897
01335	STAPLES ADVANTAGE	02/07/2020	Bank Draft	0	159.00	DFT0003898
01335	STAPLES ADVANTAGE	02/10/2020	Bank Draft	0	71.61	DFT0003899
01352	STREICHER'S, INC	02/05/2020	Bank Draft	0	2,010.14	DFT0003856
01470	VERIZON WIRELESS	02/05/2020	Bank Draft	0	781.31	DFT0003863
01470	VERIZON WIRELESS	02/12/2020	Bank Draft	0	30.89	DFT0003903
02178	WASTE MANAGEMENT OF WI-MN	02/12/2020	Bank Draft	0	40.37	DFT0003901
01525	WEST CENTRAL SANITATION, INC.	02/12/2020	Bank Draft	0	3,347.28	DFT0003904
00028	AFFORDABLE TOWING OF MANKATO, INC.	02/20/2020	EFT	0	40.00	2558
00036	ALEX AIR APPARATUS, INC.	02/20/2020	EFT	0	71.59	2559
00105	AUTO VALUE MANKATO	02/20/2020	EFT	0	319.48	2560
02712	AXON ENTERPRISE, INC.	02/20/2020	EFT	0	2,956.10	2561
00123	BATTERIES+BULBS	02/20/2020	EFT	0	51.29	2562
00174	BOLTON & MENK, INC.	02/20/2020	EFT	0	83,207.64	2563
00216	C & S SUPPLY CO, INC.	02/20/2020	EFT	0	267.18	2564
00264	CLARKE MOSQUITO CONTROL PRODUCTS, INC	02/20/2020	EFT	0	1,682.95	2565
00310	CRYSTEEL TRUCK EQUIPMENT, INC	02/20/2020	EFT	0	1,622.14	2566
02275	DEM-CON MATERIALS & RECOVERY	02/20/2020	EFT	0	3,173.94	2567
00453	FREYBERG PETROLEUM SALES, INC.	02/20/2020	EFT	0	751.60	2568
00463	G & L AUTO SUPPLY, LLC	02/20/2020	EFT	0	442.35	2569
00476	GIEFER, DANIEL	02/20/2020	EFT	0	586.00	2570
00482	GMS INDUSTRIAL SUPPLIES, INC.	02/20/2020	EFT	0	1,269.47	2571
00494	GOPHER STATE ONE-CALL	02/20/2020	EFT	0	32.40	2572
00503	GREAT AMERICAN BUSINESS PRODUCTS	02/20/2020	EFT	0	33.60	2573
00680	J.J. KELLER & ASSOCIATES, INC.	02/20/2020	EFT	0	696.00	2574
00691	KENNEDY & KENNEDY LAW OFFICE	02/20/2020	EFT	0	9,243.37	2575
02523	KRAUSE, TOM	02/20/2020	EFT	0	142.60	2576
00743	LARKSTUR ENGINEERING & SUPPLY, INC.	02/20/2020	EFT	0	9.20	2577
00761	LEON'S CUSTOM BACKHOE, INC.	02/20/2020	EFT	0	2,141.05	2578
00776	LLOYD LUMBER CO.	02/20/2020	EFT	0	272.66	2579
00797	MAC TOOLS DISTRIBUTOR	02/20/2020	EFT	0	324.87	2580
00796	MACQUEEN EQUIPMENT, INC.	02/20/2020	EFT	0	5,048.16	2581
00819	MANKATO FORD, INC.	02/20/2020	EFT	0	209.88	2582
00825	MANKATO MOTOR COMPANY	02/20/2020	EFT	0	18.47	2583
00872	MEI TOTAL ELEVATOR SOLUTIONS	02/20/2020	EFT	0	1,035.05	2584
00874	MENARDS-MANKATO	02/20/2020	EFT	0	499.41	2585
00889	MIDWEST TAPE/HOOPLA	02/20/2020	EFT	0	1,401.29	2586
02532	MIKE'S LLC	02/20/2020	EFT	0	330.35	2587
00902	MINNESOTA IRON & METAL CO	02/20/2020	EFT	0	288.40	2588
00997	MTI DISTRIBUTING CO	02/20/2020	EFT	0	2,236.83	2589
01036	NICOLLET COUNTY RECORDER/ABSTRACTER	02/20/2020	EFT	0	46.00	2590
01052	NORTH CENTRAL INTERNATIONAL	02/20/2020	EFT	0	1,355.29	2591
01062	NORTHERN SAFETY TECHNOLOGY, INC.	02/20/2020	EFT	0	343.67	2592
02005	PANTHEON COMPUTERS	02/20/2020	EFT	0	4,832.75	2593
01090	PARAGON PRINTING, MAILING & SPECIALTIES	02/20/2020	EFT	0	3,350.85	2594
01179	RED FEATHER PAPER CO.	02/20/2020	EFT	0	310.00	2595
02747	RENT-N-SAVE	02/20/2020	EFT	0	830.00	2596
01211	RIVER BEND BUSINESS PRODUCTS	02/20/2020	EFT	0	115.50	2597
03217	ROBERTS, JEROMY	02/20/2020	EFT	0	136.16	2598

03014	RUBY RIDE	02/20/2020	EFT	0	3,856.25	2599
02671	RYAN PLUMBING AND HEATING	02/20/2020	EFT	0	339.92	2600
01286	SKARPOHL PRESSURE WASHER SALES	02/20/2020	EFT	0	54.24	2601
01407	TOOL SALES COMPANY	02/20/2020	EFT	0	54.00	2602
01486	VON BERGE, DAVID	02/20/2020	EFT	0	49.98	2603
02181	ETS CORPORATION	02/03/2020	Bank Draft	0	2,553.57	DFT0003873
02003	MINNESOTA DEPT OF REVENUE	02/04/2020	Bank Draft	0	518.42	DFT0003845
03029	OPEN EDGE	02/03/2020	Bank Draft	0	480.54	DFT0003874
03029	OPEN EDGE	02/03/2020	Bank Draft	0	14.75	DFT0003875
02150	U.S. BANK	02/03/2020	Bank Draft	0	296,456.25	DFT0003869
02150	U.S. BANK	02/03/2020	Bank Draft	0	215,495.27	DFT0003870
02150	U.S. BANK	02/03/2020	Bank Draft	0	145,912.50	DFT0003871
01477	VIKING ELECTRIC SUPPLY, INC.	02/05/2020	Bank Draft	0	365.06	DFT0003846
01517	WELLS FARGO CORPORATE TRUST SERVICE	02/03/2020	Bank Draft	0	1,162,050.63	DFT0003872
01557	XCEL ENERGY	02/06/2020	Bank Draft	0	21,025.82	DFT0003868
					<u>2,189,072.19</u>	<u>139</u>

Authorization Signatures

All Council

The above manual and regular claims lists for 2-18-20 are approved by:

MARK DEHEN- MAYOR

DIANE NORLAND- COUNCIL MEMBER

WILLIAM STEINER- COUNCIL MEMBER

SANDRA OACHS- COUNCIL MEMBER

JAMES WHITLOCK- COUNCIL MEMBER

RESOLUTION NO.

RESOLUTION APPROVING DONATIONS/CONTRIBUTIONS/GRANTS

WHEREAS, the Minnesota Statute 465.03 and 465.04 allows the governing body of any city, county, school district or town to accept gifts for the benefit of its citizens in accordance with terms prescribed by the donor;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the following donations/contributions/grants are approved as follows:

Donor	Restriction	Amount
Jo Robbins	Book Donation	\$100.00
Anonymous	Library Programming	\$83.00
Total		\$183.00

Adopted by the City Council this 18th day of February 2020.

Mayor

City Clerk

RESOLUTION NO.

RESOLUTION APPROVING
CONSENT ASSESSMENT AGREEMENT

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

617 Park Avenue
PIN# 18.643.0210
Block A Lot 18 SubdivisionCd George Marsh's Add.
Cost: \$3,522.05

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

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

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

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

Adopted by the City Council this 18th day of February 2020.

Mayor

ATTEST:

City Clerk

CONSENT ASSESSMENT AGREEMENT

This Agreement is made between the City of North Mankato (City) and Pam Jacobson.

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

1. Owner's property is described as follows:
617 Park Avenue
PIN #18.643.0210
Block A Lot 18 SubdivisionCd George H Marsh's Add.
2. Owner replaced the sewer line.
3. Owner desires to waive all of the procedures mandated by Chapter 429 of Minnesota Statutes and to consent to the imposition of an assessment directly upon the described property.
4. City is willing to pay for the repair in consideration for the owner's consent to the assessment.

The parties therefore make the following agreement:

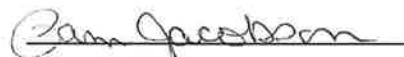
1. As a result of the improvement, a special assessment shall be filed against owner's land in the amount of \$3,522.05. The assessment shall be payable in equal installments extending over a period of ten (10) years and bear interest at the rate of 7.00% per annum from the date of this agreement. The City may transmit notice of this assessment to the County Auditor.

Adopted this _____ day of _____, 2020.

City of North Mankato

By: _____

Its: _____


Property Owner

Property Owner

**Skogen Mechanical, LLC**

1408 N. Riverfront Dr.
Mankato, MN 56001

INVOICE**Bill To**

Pamela Jacobsen
617 Park Ave.
North Mankato, MN 56003

Date	Terms	Invoice #	Project		P.O. #
10/19/2018	Net 30	6027	3539		
Item	Description	Quantity	Rate	Amount	
Service Hours/Plumbing	Replaced water curb stop valve and cap on 6-19-18	11.5	92.00	1,058.00	
Service Materials/Equipment	Valve & fittings		323.00	323.00	
Thank you for your business! Please remit payment to address above, our PO Box is no longer active.		Total		\$1,381.00	
		Payments/Credits		\$0.00	
		Balance Due		\$1,381.00	

Email: office@skogenmechanical.com Phone: 507-388-6450

www.skogenmechanical.com

Leon's Custom Backhoe,
59988 - 206th Street
Eagle Lake, MN 56024
507-345-L-E-O-N
(5 3 6 6)

Invoice

Date	Invoice #
4/27/19	2554

Bill To
PAM JACOBSON 617 PARK AVE N. MANKATO, MN 56003 507-236-1677

P.O. No.	Terms	Due Date	Project
	NET 10	5/7/19	

Serviced	Item	Description	Qty	Rate	Amount
	WATER LI...	EXCAVATE AND BACKFILL FOR WATER SHUT OFF VALVE REPAIR	1	1,455.05	1,455.05
	CEMENT ...	CEMENT WORK - SAME AS I PAID	1	600.00	600.00
	PERMIT	CITY PERMIT - SAME PRICE AS I PAID	1	86.00	86.00
	INCLUDES	INCLUDES: EQUIPMENT, LABOR, AGGREGATE, COMPACTION			
	NOT INCL...	DOES NOT INCLUDE PLUMBER'S FEES			

SATISFIED CUSTOMERS ARE MY BEST ADVERTISEMENT

Not responsible for settling in the yard

Sales Tax (6.875%) \$0.00

Total \$2,141.05

Balance Due \$2,141.05

LABOR AGREEMENT

BETWEEN



City of North Mankato, MN

AND



REPRESENTING:
**NORTH MANKATO POLICE OFFICERS
LOCAL #305**

January 1, 2020 – December 31, 2021

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ARTICLE 1. PURPOSE OF AGREEMENT

This Agreement is entered into as of January 1, 2020, between the City of North Mankato, hereinafter called the EMPLOYER, and Law Enforcement Labor Services, Inc., hereinafter called the UNION. It is the intent and purpose of the Agreement to:

- 1.1 Establish procedures for the resolution of disputes concerning this Agreement's interpretation and application; and
- 1.2 Place in written form the parties' agreement upon terms and conditions of employment for the duration of this Agreement.

ARTICLE 2. RECOGNITION

- 2.1 The EMPLOYER recognizes the UNION as the exclusive representative for all essential licensed employees employed by the City of North Mankato Police Department, North Mankato, Minnesota, who are public employees within the meaning of Minn. Stat. 179A.03, subd. 14, excluding supervisory, confidential, and all other employees.
- 2.2 In the event the EMPLOYER and UNION are unable to agree as to the inclusion or exclusion of a new or modified job class, the issue shall be submitted to the Bureau of Mediation Services for determination.

ARTICLE 3. DEFINITIONS

For the purpose of this Agreement, the following terms shall have the meanings stated:

UNION: Law Enforcement Labor Services, Inc. (Local No. 305).

EMPLOYEE: A member of the exclusively recognized bargaining unit.

DEPARTMENT: The North Mankato Police Department

EMPLOYER: The City of North Mankato

ARTICLE 4. EMPLOYER SECURITY

The UNION agrees that during the life of this Agreement that the UNION will not cause, encourage, participate in, or support any strike, slow-down, or other interruption of or interference with the normal function of the EMPLOYER.

A strike is defined as concerted action in failing to report for duty, the willful absence from one's position, the stoppage of work, slow-down, or abstinence in whole or in part from the full, faithful, and proper performance of the duties of the employment for the purposes of inducing, influencing, or coercing a change in the conditions or compensation or the rights, privileges, or obligations of employment.

ARTICLE 5. EMPLOYER AUTHORITY

- 5.1 It is recognized by both parties that except as expressly stated herein, the EMPLOYER shall retain whatever rights and authority necessary to operate and direct the affairs of the Department in all of its various aspects, including but not limited to, the right to direct the working forces; to plan, direct, and control all the operations and services of the Department; to determine the methods, means, organization, and number of personnel by which such operations and services are to be conducted; to contract, subcontract, sell, merge, or discontinue any function of the Department; to assign and transfer employees; to decide whether goods or services should be made or purchased; to hire, promote, demote, suspend, discipline, discharge, or relieve employees due to lack of work or other legitimate reasons; to make and enforce rules and regulations; and to change or eliminate existing methods, equipment, or facilities.
- 5.2 The parties hereto recognize that this Agreement is not intended to limit the present and future exercises of discretionary authority vested in the EMPLOYER by the statutes of the State of Minnesota.
- 5.3 Any term and condition of employment not specifically established or modified by this Agreement shall remain solely within the discretion of the EMPLOYER to modify, establish or eliminate.

ARTICLE 6. UNION SECURITY

- 6.1 The EMPLOYER shall deduct from the wages of employees who authorize such a deduction in writing an amount necessary to cover monthly UNION dues, or fair share amount authorized by law. Such monies shall be remitted as directed by the UNION.
- 6.2 The UNION may designate employees from the bargaining unit to act as a steward and alternate and shall inform the EMPLOYER in writing of such choice and changes in the position of steward or alternate within two weeks of signing the contract, or any changes in designated personnel.

- 6.3 The EMPLOYER shall make space available on the employee bulletin board for posting official UNION notices and announcements.
- 6.4 The UNION agrees to indemnify and hold the EMPLOYER harmless against any and all claims, suits, orders, or judgments brought or issued against the EMPLOYER as a result of any action taken or not taken by the EMPLOYER under the provisions of this Article.

ARTICLE 7. GRIEVANCE PROCEDURE

- 7.1 Definition. A grievance is a dispute or disagreement as to the application of the specific terms and conditions of this Agreement.
- 7.2 UNION Representatives: The EMPLOYER will recognize representatives designated by the UNION as the grievance representatives of the bargaining unit having the duties and responsibilities established by this Article. The UNION will notify the EMPLOYER in writing of the names of such UNION Representatives and of their successors.
- 7.3 Processing of a Grievance. It is recognized and accepted by the UNION and the EMPLOYER that the processing of grievances is limited by the job duties and responsibilities of the employees and will therefore be accomplished during normal working hours when consistent with such employees' duties and responsibilities. The aggrieved employee and the UNION Representative will be released from work, without loss in pay, to investigate a grievance and to attend meetings or hearings pursuant to this Article provided the employee and the UNION Representative have notified and received the approval of the EMPLOYER who has determined such absence is reasonable and would not be detrimental to the work programs of the EMPLOYER.
- 7.4 The grievance procedure shall be as follows:

Step 1.

The UNION shall have fifteen (15) working days to submit the grievance to the Chief of Police. The written grievance shall contain:

- a) The nature of the grievance and a summary of the facts upon which it is based;
- b) The Agreement provisions relied on or claimed to be violated;
- c) The remedy or relief requested.

If the grievance is settled, the settlement shall be reduced to writing and signed by the EMPLOYER representative and the UNION representative. If no settlement is reached, the Police Chief or designee will give a written answer within ten (10) calendar days after receipt. Any grievance not appealed in writing to Step 2 by the UNION within ten (10) calendar days will be considered waived.

Step 2.

If appealed, the written grievance shall be presented by the UNION and discussed with the City Administrator. If settled, it shall be reduced to writing and signed by the EMPLOYER and the UNION representatives. If not settled, the City Administrator will answer the Step 2 grievance in writing within ten (10) calendar days after receipt of such Step 2 grievance. If not settled, the grievance may be submitted to arbitration.

- 7.5 Arbitration. If the grievance is unresolved at Step 2 and the UNION elects to appeal the grievance to arbitration, the UNION within ten (10) days following the issuance of the Step 2 answer shall submit a written request for arbitration to the Bureau of Mediation Services requesting a list of arbitrators in accordance with the "Rules governing the arbitration of grievances" as enacted by the Bureau of Mediation Services. The UNION shall submit a copy of such request to the City Administrator. The parties shall then choose the arbitrator by the UNION and the EMPLOYER alternately striking a name from the list until one remains as the Arbitrator to hear and decide the dispute.
- 7.6 Arbitrator's Authority. The arbitrator shall rule only on the issue submitted and shall have no power to amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement. His/her decision shall be in writing and furnished within thirty (30) days following the close of any hearing or submission of briefs by the parties. His/her decision shall be subject to law and regulations having the effect of law. His/her decision shall be binding upon the parties only insofar as the Public Employees Labor Relations Act of 1971, as amended, requires it to be binding.
- 7.7 The fees and expenses of the Arbitrator shall be divided equally between the EMPLOYER and the UNION. Each party shall be responsible for its own expenses and compensating its own witnesses. The EMPLOYER may initiate grievances at Step 2. Discharge grievances may be initiated at Step 2. Time limitations of this Article apply to both parties and may be extended by mutual consent. Unless so extended, time limitations shall be strictly complied with and expiration of the time to appeal the grievance shall be a waiver of the grievance. Failure of the EMPLOYER to reply within the time limits at any step shall be deemed denial of the grievance.
- 7.8 Choice of Remedy. If, as a result of the written response in Step 2, the grievance remains unresolved, and if the grievance involves the suspension, demotion, or discharge of an employee who has completed the required probationary period, the grievance may be appealed either to Article 7.5 or a procedure such as Civil Service, Veteran's Preference, or the Human Rights Department. In any event, the aggrieved employee or his/her UNION representative shall elect in writing which procedure shall be used and, thereafter the employee's right to pursue any other procedure terminates and is waived. *An employee pursuing a remedy pursuant to a statute under the jurisdiction of the United States Equal Employment Opportunity Commission is not precluded from also pursuing an appeal under the grievance procedure of this Agreement. If a court of competent jurisdiction rules contrary to the ruling in EEOC v. Board of Governors of State Colleges and Universities, 957 F.2d 424 (7th Cir.), cert. denied, 506 U.S. 906, 113 S. Ct. 299 (1992), or if Board of Governors is judicially or legislatively overruled, the italicized portion of this section shall be null and void.*

ARTICLE 8. SAVINGS CLAUSE

This Agreement is subject to the laws of the United States, the State of Minnesota and the City of North Mankato. In the event any provision of this Agreement shall be held to be contrary to the law by a court of competent jurisdiction from whose final judgment or decree no appeal has been taken within the time provided, such provisions shall be voided. All other provisions of this Agreement shall continue in full force and effect.

ARTICLE 9. PROBATION

- 9.1 All new employees will serve a twelve (12) month probationary period. Said probation may be extended up to six (6) months for a total of eighteen (18) months at the EMPLOYER'S discretion. The EMPLOYER shall provide notice to the UNION of any such extension.
- 9.2 During the probationary period a new or promoted employee may be terminated or returned to former position at the sole discretion of the EMPLOYER.
- 9.3 A new employee shall earn vacation and sick leave from the date of hire; however, such credits shall not be used until the employee has completed the first six (6) month period.
- 9.4 A promoted employee shall serve a six (6) month probationary period.

ARTICLE 10. SENIORITY

- 10.1 Seniority shall be determined by the employee's length of continuous employment with the Department and be available upon request.
- 10.2 A reduction in the work force will be accomplished on the basis of seniority. Employees shall be recalled from layoff on the basis of seniority. An employee on layoff shall have opportunity to return to work within one (1) year of the time of his/her layoff before any new employee is hired. The EMPLOYER shall send the notice of recall by certified letter to the employee's last known address. Upon receipt of notice of recall, the employee shall have fourteen (14) days to return to work. It is the employee's obligation to maintain a current address and telephone number with the EMPLOYER during layoff.

ARTICLE 11. DISCIPLINE

- 11.1 The EMPLOYER will discipline employees for just cause only. Discipline will be in one or more of the following forms:
 - a) Oral reprimand;
 - b) Written reprimand;
 - c) Suspension;

- d) Demotion; or
- e) Discharge.

- 11.2 Suspensions, demotions, or discharges will be in written form.
- 11.3 Written reprimands, notices of suspensions, and notices of discharge to become part of the employee's personnel file shall be read and acknowledged by signature of the employee. The employee will receive a copy of such reprimands or notices.
- 11.4 Discharges shall be preceded by five (5) days of suspension without pay.
- 11.5 Employees may examine their own individual personnel files at reasonable times under the direct supervision of the EMPLOYER.
- 11.6 Grievances relating to this Article shall be initiated by the UNION in Step 2 in the grievance procedure under Article 7 of this Agreement.

ARTICLE 12. OVERTIME

- 12.1 Employees shall receive overtime compensation for hours worked in excess of the regularly scheduled shift. Such compensation shall be in the form of cash payment at the rate of one and one half (1 1/2) times the employee's regular hourly rate of pay, or in the form of compensatory time. Employees may accumulate compensatory time up to a maximum of one hundred twenty (120) hours. Employees will not be authorized to trade shifts without the expressed prior approval of the Chief or his designee. When an Officer's scheduled shift is changed, with less than 24 hours' notice prior to the start of the shift, the Officer will be entitled to the standard callback fee. If the change is simply hours added to the start or the end of the shift, those hours will be paid as regular overtime.
- 12.2 For the purposes of computing overtime compensation, overtime hours worked shall not be pyramided, compounded, or paid twice for the same hours worked.
- 12.3 Overtime will be calculated to the nearest fifteen (15) minutes.
- 12.4 Employees have the obligation to work overtime or callbacks if directed by the EMPLOYER.
- 12.5 When an employee is called to duty or required to make a duty related court appearance in which a unit of government is a party during his/her off duty time, he/she shall receive a minimum of three (3) hours of compensation at the overtime rate. For the purposes of interpretation of this paragraph, the term "court appearance" shall mean all time during which the court may be in session and during which the employee's presence is required and all times during which the court may be in recess during which times the employee is required to remain at or about the courthouse pursuant to the reconvening of such court provided that such recesses shall not include any normal luncheon recess. Court appearances occurring within one (1) hour of the end of duty shift will be considered an extension of duty and not subject to the three (3) hour minimum. The

employee shall be entitled to the three (3) hour minimum compensation when a regularly scheduled court appearance is canceled without twenty-four (24) hour advance notice to the employee.

- 12.6 Duty-related conferences shall take place whenever feasible during duty hours. Such conferences occurring during off duty hours shall be compensated at the overtime rate for actual time spent, except that a minimum of one (1) hour at time and one-half (1 1/2) shall apply.
- 12.7 For hours actually worked between 12:01 a.m. and 11:59 p.m. on officially designated holidays, pursuant to Article 20, Section 20.1, the employee will receive two times the employee's regular hourly rate of pay. For purposes of this Section, the employee's birthday is not included.

ARTICLE 13. WORK SCHEDULE AND HOURS OF WORK

- 13.1 The normal work year is two thousand and eighty (2,080) hours to be accounted for by each employee through:
 - a) Hours worked on assigned shifts;
 - b) Holidays;
 - c) Assigned training;
 - d) Authorized leave time.
- 13.2 Nothing contained in this or any other Article shall be interpreted to be a guarantee of a minimum or maximum number of hours the EMPLOYER may assign employees.
- 13.3 The standard work week is forty (40) hours (2,080 hours divided by 52 weeks) with the understanding that shift assignments are made without reference to the standard seven (7) day period.
- 13.4 The EMPLOYER reserves the absolute right at its sole discretion to establish work schedules without regard to usual or traditional practices.
- 13.5 Work schedules showing the employee's shift, workdays, and hours shall be maintained by the EMPLOYER. Once such work schedules are established and until they are changed by the EMPLOYER, such schedules shall be the regular work schedule.

ARTICLE 14. VACATION

- 14.1 All regular full-time employees shall earn vacation on the following schedule provided that the first month of regular full-time employment shall be counted only if the employee started work on or before the fifteenth (15th) day of the month:

Period of Continuous Employment

1st through 7th year
8th through 14th year
15th through 21st year
22 years and over

Earned Vacation

6.66 hours per month
10 hours per month
13.33 hours per month
16.66 hours per month

- 14.2 Employees shall be allowed to take vacation leave each year within the limits of the Article. Vacation time shall be seniority based during two phases:

Phase 1: Vacation request must be turned in prior to November 1st for January 1st through June 30th of the following year.

Phase 2: Vacation requests must be turned in prior to May 1st for July 1st through December 31st of the same year.

All other vacation requests will be "first come, first serve" and shall be approved within 96 hours. If not denied by the EMPLOYER within ninety-six (96) hours, said request shall be considered approved. The EMPLOYER shall schedule vacations at his/her own discretion so that the normal operation of the Department will not be interrupted. Once granted, such vacation shall not be revoked except in the case of emergency. If a previous request for vacation has been received for that period of time or any portion thereof, the employee may be allowed a conditional approval, which approval may be revoked by the EMPLOYER if in his/her opinion it would require the payment of overtime or affect the operational ability of the Department.

- 14.3 No employee may take more than twelve (12) consecutive working days of vacation leave per year during the first five (5) years of employment, and from years six (6) through ten (10) may, where earned, take no more than fifteen (15) consecutive days of vacation leave per year. From years eleven (11) through twenty (20) the employee may, where earned, take no more than twenty (20) consecutive days of vacation leave. Upon completing twenty (20) years of employment, employees may, where earned and subject to the approval of the EMPLOYER and upon thirty (30) days advance notice, take thirty (30) consecutive days of vacation leave.
- 14.4 Vacation will be granted in increments of no less than four hours, which is to mean that any time less than four (4) hours will be charged as four hours of vacation, with prior approval from administration. A minimum of 40 consecutive hours of vacation must be used per year.
- 14.5 Employees will be notified of the status of their vacation leave accumulation at the beginning of each calendar year. After such notification, the amount of accumulated vacation leave exceeding the maximum amount allowable under the following schedule will be forfeited by the employee.

<u>Period of Continuous Employment</u>	<u>Maximum Number of Days of Accumulated Vacation</u>
Through 10 years	160 hours
11 through 15 years	200 hours
16-20 years	280 hours
Over 20 years	360 hours

- 14.6 Employees whose employment has been terminated either through resignation, retirement or layoff shall be entitled to cash payment for all vacation leave accumulated as of the date of said termination. In cases of voluntary separation by the employee, not less than two (2) weeks' notice of separation shall be given the EMPLOYER to be eligible for payment of accumulated vacation pay. Upon failure thereof, such time shall be forfeited.

ARTICLE 15. INSURANCE

- 15.1 Employees subject to this Agreement shall be covered under the City's Group Hospitalization and Major Medical, Life, Accidental Death and Disability, and Long-Term Disability insurance policies in the same respect as other City employees.
- 15.2 The Employer has the potential to reopen this contract for benefits received in 2021 for the purposes of changes to the health insurance plans. In accordance with Minnesota Statutes, there will be a duty to bargain if the change in plans results in a reduction in the aggregate value of benefits.

ARTICLE 16. SICK LEAVE

- 16.1 Sick leave shall be accumulated at the rate of one (1) working day for each calendar month worked. During the probationary period, full-time employees may draw in advance on the days of sick leave credits earned during the probationary period. If the employee does not successfully complete the probationary period, such unearned leave shall be repaid to the City.

Employees will be granted sick leave for the following reasons:

- 1) Physical examinations.
- 2) Dental care.
- 3) Ocular appointments.
- 4) Illness, injury, or care of a family member. The term "family member" means mother, father, spouse, child, brother, sister, mother-in-law, father-in-law, adult child, grandchild, grandparent, stepparent or any relative of the employee who is a legal dependent and lives in the household of the employee.
- 5) Death in the family. The term "family" means parents (in-law), sister (in-law), brother (in-law), spouse, children, grandparents, aunts, and uncles (including those of spouse).

- 6) Injuries at work.
- 7) Personal Illness.
- 8) Contagious disease.
- 9) Maternity leave.

Sick leave shall not be taken in increments of less than four hours. When taking sick leave, the employee shall notify his/her department head of this fact prior to the beginning of the scheduled workday. Failure to supply the department head with adequate notice may be cause for denial of sick leave pay or other disciplinary action. Any employee who uses three (3) or more consecutive days of sick leave must notify his/her department head as to an estimated date of return to work. The employee shall keep the department head informed of any changes in these plans. The City reserves the right to require any employee who uses three (3) or more consecutive days of sick leave to provide a doctor's certificate of illness. The certificate shall state the reason the employee is ill and the extent to which he/she cannot safely perform his/her work duties.

Employees entering duty or terminating their services during a calendar month shall be credited with a full month's service if they work sixteen (16) days or more during the month in question. Unused sick leave may be accumulated. Accumulated unused sick leave exceeding sixty (60) days may be traded in at the end of each calendar year at the following rates:

- 1) Full-time employees with five (5) through nine (9) years may trade in any excess at twenty-five percent (25%) of their regular daily wage.
- 2) Full-time employees with ten (10) through nineteen (19) years may trade in any excess at forty percent (40%) of their regular daily wage.
- 3) Full-time employees with twenty (20) or more years may trade in any excess at seventy-five percent (75%) of their regular daily wage.

Employees have the option of retaining these excess days and continuing to accumulate them. Employees also have the option of trading in excess days for vacation days. Employees with five (5) through nine (9) years of service may trade in vacation days at the rate of four (4) unused sick days for one (1) vacation day. Employees with ten (10) through nineteen (19) years may trade in at the rate of three (3) unused sick days for one (1) vacation day. Employees with twenty (20) or more years may trade in at the rate of two (2) unused sick days for one (1) vacation day. Upon severance in good faith, all unused accumulated sick leave shall be compensated using the same criteria as for the excess sick leave, the only difference being that all days, including the minimally required sixty (60) days shall be compensated for. In no event shall severance pay (from accumulate sick leave and vacation leave) provided for an employee leaving employment exceed an amount equivalent to one (1) year of salary.

For the purposes of accumulating additional vacation or sick leave, an employee using an earned sick-leave day is considered to be working.

An employee receiving sick leave with pay who simultaneously receives workmen's compensation insurance benefits, shall receive only that portion of his/her sick-leave payment which will, together with the workmen's compensation benefits and for the duration of said

benefits, equal his/her regular salary.

An employee on vacation who becomes ill or injured may, upon proper identification, change his/her status to sick leave. Claiming leave under false pretenses shall be cause for disciplinary action including transfer, suspension, demotion, or dismissal.

Effective January 1, 2003 the City of North Mankato established Voluntary Employees' Beneficiary Association ("VEBA") and Health Care Expense Accounts for Active Employees. Effective January 1, 2008, 100% of the sick leave benefit normally received at termination will be placed in a post-retirement health care savings plan pursuant to Council Resolution No. 60-03.

- 16.2 Personal Leave - Any employee eligible for sick leave benefits may use up to three (3) sick leave days per year for personal reasons. Personal leave may be taken for any purpose. An employee must request and receive authorization for the use of personal leave from his/her department head prior to the date of the leave. Personal leave shall not be taken in increments of less than four hours.

ARTICLE 17. UNIFORM ALLOWANCE

- 17.1 The EMPLOYER shall provide each newly hired employee with one (1) complete set of uniform in accordance with policy set by the EMPLOYER.
- 17.2 In 2018, employees shall receive a uniform allowance of \$50.00 per month, not to exceed \$600.00 per year. In 2018, employees shall also receive a uniform maintenance of \$50.00 per month, not to exceed \$600.00 per year. The uniform allowance and uniform maintenance shall be part of the employee's regular rate of pay and are reflected in the wages rates set forth in the 2018 wage scale at Article 25, Section 25.1 of the Agreement.
- 17.3 In 2019, the uniform reimbursement and maintenance allowances shall be a separate reimbursement. In 2019, the employee's regular rate of pay has been reduced by \$100 per month to reflect this separation as set forth in the 2019 wage scale at Article 25, Section 25.1. In 2019, Employees shall now be reimbursed for the cost of uniforms upon the presentation of paid receipts, up to an amount of \$600 per year. In 2019, employees shall also receive a uniform maintenance allowance of \$600 per year to be issued after the first pay period of the year. If the employee separates from the employment with the City prior to December 31st, said employee shall reimburse the City for a pro-rated portion of the \$600.00 uniform maintenance allowance at the time of separation (*For example, if an employee separates from employment with the City on November 30th, the employee shall reimburse the City for \$50.00.*)
- 17.4 The employee shall be reimbursed one-half (1/2) the cost of a new bulletproof vest every five (5) years. Evidence of the time elapsed since the last purchase of said equipment will be the sole responsibility of the employee.
- 17.5 Employees covered under the Agreement are required to keep a full set of uniform dress in good condition and to wear, maintain and replace the uniform in accordance with policy set by the EMPLOYER.

ARTICLE 18. LONGEVITY - Eliminated January 1, 2011.

ARTICLE 19. RESIDENCE

All employees who elect to reside outside the corporate limits of the City of North Mankato shall be at the North Mankato Police Annex at 1001 Belgrade Avenue in North Mankato at the start of each regularly scheduled shift. Failure to appear or tardiness resulting in charged overtime will result in progressive discipline as per Article 11.

ARTICLE 20. HOLIDAYS

- 20.1 The following shall be included as paid holidays for employees subject to this Agreement:

New Year's Day
Martin Luther King Day
President's Day Memorial
Day Independence Day
Labor Day
Veteran's Day
Thanksgiving Day
Thanksgiving Friday
Day before Christmas
Christmas Day
"Floating Holiday" - Employee's birthday or day off of his/her choice.

- 20.2 Employees shall receive a compensatory day off for each of the above holidays. A compensatory day off for a holiday may be taken at the employee's discretion subject to approval by the EMPLOYER.
- 20.3 Employees shall be entitled to compensation for holidays pursuant to this Article provided they were on pay status their last scheduled day preceding the holiday and their first scheduled day following the holiday.
- 20.4 At the end of each calendar year, employees shall receive cash payment for all earned, unused holidays. Payment will be based on the employee's regular daily rate of pay.
- 20.5 Holidays which occur within an employee's approved and compensated vacation or sick leave period will not be charged to the employee's vacation or sick leave time.
- 20.6 Any other designated holiday granted to other City employees in increments of four (4) or more hours shall be granted to employees subject to this Agreement as compensatory time.

ARTICLE 21. LEAVES OF ABSENCE

Any employee, upon satisfactory completion of the probationary period, shall be eligible for authorized leave as follows:

- 21.1 Military Leave: Any regular employee who is a member of a reserve force of the United States or of this State, and who is ordered by the appropriate authorities to attend a training program or perform other duties under the supervision of the United States or this State which would prevent him from performing his/her regular work, shall be granted a leave with pay upon request not to exceed fifteen (15) days, provided, however, that no employee shall be granted paid leave for training purposes beyond that required by the current selective service draft program at the time of the request. The EMPLOYER shall pay only that amount when added to the military pay equals the employee's regular pay for the absence.

Notice shall be given the EMPLOYER at least five (5) working days after the receipt of said orders and no less than twenty four (24) hours prior to the date of leave, except that when said orders are received at a time which would make the compliance with provision impossible, the employee shall give notice at the earliest practical time.

Any employee who enters into active service shall be granted a leave without pay for the period of military service, pursuant to applicable law.

- 21.2 Employees required to serve on a jury may receive a leave of absence: Employee compensation for such shall be equal to the difference between the compensation received for such duty and the employee's regular pay. For jury duty not occurring during an employee's regularly scheduled duty shift, the employee shall receive compensatory time equivalent to the actual amount of time spent on jury duty.

- 21.3 Unpaid Leave of Absence: Leaves of absence without pay for reasonable periods of time not to exceed one (1) year will be granted to all employees who have successfully completed probation without loss of seniority for physical or mental illness.

Leaves of absence shall be granted one employee at a time and only on the condition that in the EMPLOYER'S judgment such leave will not reduce the quality or level of service to the public.

Requests for unpaid leave of absence will be made in writing and will include the following information: (1) Reason for requesting the leave; (2) Date the leave of absence would commence; (3) Date of return to work. Such requests must be made at least thirty (30) days prior to the date the leave would commence. The disposition of such requests shall be at the sole discretion of the EMPLOYER. An employee failing to return to duty upon the designated date to return to work shall be considered to have resigned.

Unpaid leaves of absence may be extended by the EMPLOYER based upon a written request for an extension from the employee.

Nothing in this Article shall be construed as limiting the right of the EMPLOYER to grant leaves of absence which in the opinion of the EMPLOYER will benefit the EMPLOYER or the employee.

- 21.4 Any currently licensed employee who fails the proper maintenance of the license shall be placed on an involuntary unpaid leave of absence not to exceed six (6) months. Should an employee fail to complete licensure requirements within that six (6) month period, he/she shall be immediately discharged.

ARTICLE 22. TUITION REIMBURSEMENT

The EMPLOYER will reimburse any full-time permanent employee the tuition cost for any successfully completed, approved, directly job-related class in any college, vocational school, or correspondence school curriculum. Prior written approval of the course must be given by the EMPLOYER. Successful completion means the employee receives a mark or score which the college or school classified as passing. Special fees, activity fees, book fees, and the cost of supplies will not be reimbursed by the EMPLOYER. No more than six (6) credit hours or two (2) courses will be approved at any one time. The EMPLOYER will make every effort to arrange work schedules around class schedules where this will cause no disruption of service, however, employees are required to take courses outside of their work schedule whenever they are offered. All work schedule adjustments shall be reported to the EMPLOYER.

ARTICLE 23. NON-DISCRIMINATION

- 23.1 The EMPLOYER and the UNION agree not to discriminate in accordance with the law.
- 23.2 The use of masculine or feminine pronouns in this Agreement shall refer to employees of either gender unless the context in which these are used clearly indicates limitation to one gender.

ARTICLE 24. WAIVER OF BARGAINING

During the life of this Agreement, the EMPLOYER and the UNION voluntarily and unqualifiedly waive the right and each agrees that the other shall not be obligated, to bargain collectively with respect to any subject or matter referred to or covered in this Agreement, or any other matter, unless done by mutual consent of the EMPLOYER and the individual bargaining unit involved.

ARTICLE 25. PAY PLAN

25.1

Effective January 1, 2020:

Senior Patrol Officer	-	\$6,249 per month
Patrol Officer First Class	-	\$6,065 per month
Patrol Officer Second Class	-	\$5,759 per month
Patrol Officer Third Class	-	\$5,477 per month
Probationary Patrol Officer	-	\$4,933 per month

Effective January 1, 2021:

Senior Patrol Officer	-	\$6,433 per month
Patrol Officer First Class	-	\$6,244 per month
Patrol Officer Second Class	-	\$5,929 per month
Patrol Officer Third Class	-	\$5,638 per month
Probationary Patrol Officer	-	\$5,078 per month

- 25.2 Senior Patrol Officer - Effective January 1, 2013, Patrol Officers who have reached their nine (9) year anniversary with the North Mankato Police Department will be a Senior Patrol Officer. The Senior Patrol Officer is not applicable to those employees hired under lateral entry until they have reached nine (9) years of service with the City of North Mankato. The Senior Patrol Officer step reflects a three (3%) percent increase over the Patrol Officer First Class rate of pay.
- 25.3 Field Training Officer (FTO) Pay - Effective January 1, 2020, Patrol Officers who are performing as an FTO for a newly hired officer will be compensated an additional \$1.00 per hour for actual hours worked while training a new officer.

ARTICLE 26. EDUCATION

- 26.1 The EMPLOYER agrees to pay the cost of sixteen (16) hours of P.O.S.T. Board eligible continuing education.

ARTICLE 27. PHYSICAL FITNESS

- 27.1 Patrol Officers will be granted an exemption from physical fitness activities for periods up to seven (7) days due to illness or injury. Beyond seven (7) days, a doctor's evaluation of illness or injury is required.
- 27.2 Fitness: Effective April 1, 2005, a physical fitness requirement shall be implemented. The fitness requirement shall be coordinated with the Blue Cross/Blue Shield plan fitness membership such that employees shall work out a minimum of 12 sessions per month at an approved facility or on their own. A log of the workouts should be turned in to the Police Lieutenant on a monthly basis. The Employer and employee shall share in the cost of

membership in an approved facility or in the purchase of workout equipment on a 50/50 basis. The maximum amount of the reimbursement shall be based on the City of North Mankato's corporate rate for a single membership with towel and kit locker at the Mankato YMCA less the \$20 reimbursement under the Blue Cross/Blue Shield plan fitness membership divided by two. The \$20 deduction shall apply even if the employee does not carry the City's Blue Cross/Blue Shield health insurance plan.

- 27.3 For individuals working out on their own, a fitness log will be turned in to the Police Chief on a monthly basis effective May 1, 2005. Individual workout plans will be subject to a review periodically.
- 27.4 Patrol Officers conducting an individual exercise program may be reimbursed for certain exercise or weight training equipment subject to employer's prior approval of the purchase. The reimbursement is limited to an employer's out-of-pocket expense for an officer attending an approved facility.
- 27.5 Physical Schedule: Employees under the age of 40 shall be required to obtain a general physical examination every three years; employees age 41 to 49 shall be required to obtain a general physical examination every two years; and employees age 50 or more shall be required to obtain a general physical examination every year. The general physical examination shall be paid for by the City and the employee will be compensated at the regular hourly rate of pay for actual time in attendance at the general physical examination not to exceed four hours. Documentation of the physical examination must be filed with the Police Department and a copy submitted to the City.

ARTICLE 28. PERFORMANCE EVALUATION

- 28.1 All employees of the Department shall be subject to semi-annual performance review by the EMPLOYER. Members of the bargaining unit will be afforded the opportunity to participate in the development of evaluation forms and procedures for the Department. Performance evaluations will be done on a semi-annual basis and the employee will be afforded the opportunity to discuss his/her evaluation with his/her supervisor. Each employee will be provided with a copy of each completed evaluation form. Failure to participate in the performance evaluation process or failure to address operational deficiencies noted in performance evaluations shall be subject to disciplinary proceedings under Article 11 of this Agreement. Disputes or disagreements arising under this Article shall be subject to the grievance procedure under Article 7 of this Agreement.

ARTICLE 29. DURATION

This Agreement shall be effective as of the first day of January of the year 2020 and shall remain in full force and effect until the thirty-first day of December 2021.

IN WITNESS WHEREOF the undersigned have caused this Agreement to be executed this ____ day of _____, 2020.

FOR THE CITY OF NORTH MANKATO

City Administrator

City Clerk

FOR LAW ENFORCEMENT LABOR
SERVICES, INC.

Business Agent

Steward

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 8E	Dept: Public Works	Council Meeting Date: 2/18/20																																																																																
TITLE OF ISSUE: Consider Resolution of the City of North Mankato Authorizing the City Administrator to Execute an Agreement with the State of Minnesota.																																																																																		
BACKGROUND AND SUPPLEMENTAL INFORMATION: The City of North Mankato is applying for DNR outdoor recreation grants. The resolution presented is required as part of the grant application process. The City is applying for DNR Grants for a Pleasant View Park Shelter and Caswell Park Upgrades.																																																																																		
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RESOLUTION NO.

RESOLUTION OF THE CITY OF NORTH MANKATO AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE AN AGREEMENT WITH THE STATE OF MINNESOTA

BE IT RESOLVED that the City of North Mankato act as legal sponsor for the project contained in the Outdoor Recreation grant application to be submitted on March 27, 2020 and that the City Administrator is hereby authorized to apply to the Department of Natural Resources for funding of this project on behalf of the City of North Mankato.

BE IT FURTHER RESOLVED that the applicant has read the Conflict of Interest Policy contained in the Outdoor Recreation Grant Program Manual and certified it will report any actual, potential, perceived or organizational conflicts of interest upon discovery related to the application or a grant award to the State.

BE IT FURTHER RESOLVED that the City of North Mankato has the legal authority to apply for financial assistance, and financial capability to meet the match requirement (if any) and ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that the City of North Mankato has not incurred any development costs and has not entered into a written purchase agreement to acquire the property described in the Cost Breakdown section on this application.

BE IT FURTHER RESOLVED that the City of North Mankato has or will acquire fee title or permanent easement over the land described in the site plan included in the application.

BE IT FURTHER RESOLVED that, upon approval of its application by the State, the City of North Mankato may enter into an agreement with the State for the above-referenced project, and that the City of North Mankato certifies that it will comply with all applicable laws and regulations as stated in the grant agreement including dedicating the park property for uses consistent with the funding grant program into perpetuity.

NOW, THEREFORE BE IT RESOLVED that the City Administrator is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

I CERTIFY THAT the above resolution was adopted by the City Council of the City of North Mankato on February 18, 2020.

SIGNED:

Mayor

2/18/20

WITNESSED:

City Clerk

2/18/20



Real People. Real Solutions.

Funding

Outdoor Recreation Grant Program

To increase and enhance outdoor recreation facilities in local and community parks throughout the state.

Agency: Minnesota Department of Natural Resources (MNDNR)

Amount Available: \$385,000 - \$850,000

Matching Requirement: 50%

Program Website: https://www.dnr.state.mn.us/grants/recreation/outdoor_rec.html

Application Due: 3/27/2020

Funding Source: State/Federal

Type: Grant

Eligibility

Eligible Applicants: Counties, Cities, and Townships.

Eligible Project Types: Internal park trails, picnic shelters, playgrounds, athletic facilities, boat accesses, fishing piers, swimming beaches and campgrounds.

Prerequisites: None

Overview

Provides matching grants to local units of government for up to 50% of the cost of acquisition, development and/or redevelopment of local parks and recreation areas.

Minimum requirements:

Project proposals must include at least one of the eligible primary outdoor recreation facilities in the Program Manual and have a total project cost of at least \$20,000. Support facilities such as restrooms and parking lots can only be funded as part of a larger project that includes a primary recreation facility. Land proposed for development and/or redevelopment must be owned by the applicant or be part of an acquisition project.

Level of assistance:

Grants are reimbursed based up to 50 percent of the total eligible costs. The maximum grant award is \$250,000. The local share can consist of cash or the value of materials, labor and equipment usage by the local sponsor or by donations or any combination thereof. Costs must be incurred and paid for before reimbursement can be made. Applicants are eligible to receive more than one grant. Significant progress must be completed on active projects before an additional proposal can be submitted.

Grant funding available:

State Funding available for FY 2021 is a portion of \$850,000 from "In Lieu Of" lottery proceeds available for three Park and Trail grant programs. Additional state Environment and Natural Resources Trust Fund dollars have been recommended by the Legislative Citizens Commission on Minnesota Resources (LCCMR) and other state funding may be available subject to Legislative approval.

Additional Resources

Bolton & Menk, Inc. Internal Experts: Teresa Burgess, P.E., (MN, IA, SD) CPESC
Chelsea Alger, CHDFP
Ashley Hudson, Transportation Planner

Program Manual https://files.dnr.state.mn.us/assistance/grants/recreation/outdoor_rec/program_manual.pdf

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 10A	Dept: Com. Development	Council Meeting Date: 2/18/20																																																										
TITLE OF ISSUE: Consider Ordinance No. 125, Fourth Series, an Ordinance Amending the Code of Ordinances for the City of North Mankato, MN.																																																												
BACKGROUND AND SUPPLEMENTAL INFORMATION: Minnesota Statutes authorize the City to cause its ordinances to be revised, updated and compiled. The Ordinances adopted since the last codification will be codified. Exhibit A outlines proposed revisions to the City Code of North Mankato. A Public Hearing was held at the beginning of the February 18, 2020, meeting.																																																												
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ORDINANCE NO. 125, FOURTH SERIES

AN ORDINANCE AMENDING THE CODE OF ORDINANCES FOR
THE CITY OF NORTH MANKATO, MINNESOTA
REVISING, UPDATING AND
COMPILING CERTAIN ORDINANCES OF THE CITY DEALING WITH THE
SUBJECTS EMBRACED IN THE CODE OF ORDINANCES, AND PROVIDING
PENALTIES FOR THE VIOLATION OF THE CODE OF ORDINANCES

WHEREAS, Minnesota Statutes Section 415.02 and 415.021 authorize the City to cause its ordinances to be revised, updated and compiled;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, ordains as follows:

Section 1. All portions of the City of North Mankato Code will be revised as outlined in Exhibit A attached; and

Section 2. Ordinance Nos. 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, and 126, Fourth Series, are incorporated into the revised Code of Ordinances;

Section 3. This ordinance amending the Code of Ordinances shall be a sufficient publication of any ordinance included in it and not previously published in the City's official newspaper. The City Clerk shall cause a substantial quantity of the amended Code of Ordinances to be printed for public distribution to the public at actual cost. The official copy of this amended Code of Ordinances shall be marked and kept in the Office of the City Clerk.

Section 4. The Code of Ordinances is declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by Minnesota Statutes by the Courts of the State of Minnesota.

Section 5. This ordinance amending the Code of Ordinances shall take effect upon publication of this ordinance in the City's official newspaper.

Adopted by the City Council of the City of North Mankato this 18th day of February 2020.

Mayor

ATTEST:

City Clerk

§ 151.08 RESIDENTIAL RENTAL LICENSE FEES.

(A) *License fee.* The annual rental license fee for each new rental license application shall be established by resolution of the City Council. ~~A \$25 non-refundable application fee is required for each new rental license application.~~

(B) *License expiration.* Each license issued pursuant to this section shall have a term of 1 year and shall expire on December 31. Payment of license fees is due and payable on or before the date of expiration of the license. All rental licenses, for which payment of license fees is over 30 days past due shall be automatically canceled. Reissuance of a rental license for any property with a canceled license shall be handled as if the property were a new license. Such issuance will require the property to comply with all codes in effect at the time of the new license application.

(Ord. 234, passed 12-1-2003; Am. Ord. 264, passed 11-21-2005; Am. Ord. 63, 4th Series, passed 1-5-2015)

§ 151.09 SALE/TRANSFER OF OWNERSHIP OF LICENSED RENTAL DWELLING.

Upon the sale of any licensed rental dwelling(s), the existing rental license becomes void, with the exception of the application fee. Should the subsequent owner wish to continue rental of any previously licensed dwelling, it is necessary to apply for transfer of a rental license including a physical inspection of the dwelling(s) and property by the Building Official or Building Inspector. The fee for a required rental license transfer application shall be established by resolution of the City Council

(Ord. 30, 4th Series, passed 1-4-2010; Am. Ord. 63, 4th Series, passed 1-5-2015)

(P) *Storage or utility sheds.* Permitted in any residential zoning district subject to the following:

- (1) Maximum floor area shall not exceed 168 square feet.
- (2) Minimum setback is 5 feet from any rear or side property line.
- (3) Located a minimum of 5 feet from any main or accessory building.
- (4) Shall not be located within any front yard.
- (5) Maximum height shall not exceed 14 feet.
- (6) Overhangs shall not exceed 2 feet.
- (7) Access door shall not exceed 6 feet in width.

(8) No more than 1 storage shed or utility shed is permitted on any lot.

(9) Minimum setback is 5 feet from any ravine breakline.

~~—(a) For every new attached or detached residential dwelling unit constructed, the following is required:~~

~~——1. An individual water service and shut-off shall be installed for each dwelling unit.~~

~~——2. An individual sanitary sewer service shall be installed for each dwelling unit.~~

~~——(b) Multi-unit rental apartment buildings are not subject to this provision.~~

§ 52.05 WATER SERVICE LINES.

(A) Water service lines refer to the water line servicing or having the potential to service a parcel of land. This includes, but is not limited to, any apparatus used to connect to the public water supply, including tees, saddles, and corporations. The service line shall not be laid less than 7 feet below grade and shall be installed and maintained in accordance with the Minnesota State Plumbing Code. One-inch diameter shall be the minimum size water service line allowed. The water service line from the structure to the city main shall be the property owner's responsibility to repair and maintain.

(B) Flared fitting and joints must have a pipe joint compound applied to the back side of the flare as well as the front side and the tube must be reamed to the full bore of the tube.

(C) Heavy duty compression fittings meeting AWWA standards may also be used. The tube they are installed on must be reamed to the full bore of the tube.

(D) A tracer wire shall be installed on all non-conductive water lines when installing a new water service or modifying an existing water line. Tracer wires shall conform to the following requirements:

(1) Twelve gauge minimum solid copper wire coated for underground use. The coating shall be blue in color.

(2) The tracer wire shall be laid in the trench alongside the water line. If splicing is necessary, a direct bury connection is required.

(3) The tracer wire shall daylight at the point of entry at the foundation of the building through PVC conduit and a blank box as a future contact point to locate the service line.

(4) Tracer wire shall be installed on new water main installations in a manner approved by the city.

(5) Tracer wire shall be tested for continuity. If the tracer wire is found to be not continuous, it must be repaired or replaced.

(6) For every new attached or detached residential dwelling unit constructed, an individual water service and shut off shall be installed for each dwelling unit. Multi-unit rental apartment buildings are not subject to this provision.

(1975 Code, § 3.70, Subd. 4) (Am. Ord. 17, 4th Series, passed 1-17-2008; Am. Ord. 30, 4th Series, passed 1-4-2010; Am. Ord. 63, 4th Series, passed 1-5-2015)

§ 53.22 BUILDING SEWER AND CONNECTORS.

(A) Any new connection(s) to the sanitary sewer system shall be prohibited unless sufficient capacity is available in all downstream facilities, including, but not limited to, capacity for flow, BOD₅, and suspended solids, as determined by the Utilities Superintendent or his or her representative.

(B) No unauthorized person(s) shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenance thereof without first obtaining a written permit from the city.

(C) Applications for permits shall be made by the master plumber employed to do the work and shall state the location, name of owner, street number of the building to be connected, and how occupied. No person shall extend any private building drain beyond the limits of the building or property for which the service connection permit has been given.

(D) There shall be 2 classes of building sewer permits: for residential and commercial service; and for service to establishments producing industrial wastes. In either case, the application shall be supplemented by any plans, specifications or any other information considered pertinent in the judgment of the city. The industry, as a condition of permit authorization, must provide information describing its wastewater constituents, characteristics, and type of activity.

(E) All costs and expenses incidental to the installation and connection of the building sewer shall be borne by the owner(s). The owner(s) shall indemnify the city from any loss or damage that may be directly or indirectly occasioned by the installation of the building sewer.

(F) For every new attached or detached residential dwelling unit constructed, an individual sewer service shall be installed for each dwelling unit. Multi-family rental apartment buildings are not subject to this provision. A separate and independent building sewer shall be provided for every building.

(G) Old building sewers may be used in connection with new buildings only when they are found, on examination and tests by the Utilities Superintendent or his or her representative, to meet all requirements of this section.

(H) The size, slopes, alignment, materials or construction of a building sewer, and the methods to be used in excavating, placing of the pipe, jointing, testing, and backfilling of the trench, shall all conform to the requirements of the State of Minnesota Building and Plumbing Code or other applicable rules and regulations of the city. In the absence of code provisions or in the application thereof, the materials and procedures set forth in appropriate specifications of the ASTM and WPCF Manual of Practice No. 9 shall apply.

(I) Whenever possible, the building sewer shall be brought to the building at an elevation below the basement floor. In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such building drain shall be lifted by an approved means and discharged to the building sewer.

(J) (1) It is unlawful to discharge storm water or other unpolluted drainage anywhere other than a specifically designed storm sewer or a natural outlet approved by the city and other regulatory agencies. No person(s) shall make connection of roof down spouts, foundation drains, areaway drains, or other sources of surface runoff or ground water to a building sewer or indirectly to the waste water disposal system.

(2) Any property owner in violation of this section and upon receiving notice of said violation shall disconnect the conductor from the sanitary sewer system by September 1, 1998.

(3) Any property owner in violation of this section after September 1, 1998, shall be assessed a monthly surcharge, the amount of which will be established by resolution of the City Council, for each month that the conductor is not permanently disconnected. Failure to permanently disconnect the conductor or reconnection of a disconnected conductor may result in the suspension of water and sanitary sewer service.

(4) Prior to the change in ownership of any building within the city, the seller shall disclose to the buyer, in writing, whether or not the property is in compliance with the provisions of this chapter. The seller shall also provide a copy of said disclosure to the city within 5 days of the date of sale of the property.

(5) Any property found where a reconnection of a disconnected conductor has occurred shall be assessed a surcharge of \$100 per month. The surcharge shall be calculated from the date of inspection until disconnection has been reestablished. Failure to permanently disconnect the conductor shall result in the suspension of water and sanitary sewer service.

(K) The connection of the building sewer into the public sewer shall conform to the requirements of the State of Minnesota Building and Plumbing Code or other applicable rules and regulations of the city or the procedures set forth in appropriate specifications of the ASTM and the WPCF Manual of Practice No. 9. All such connections shall be made gastight and watertight and verified by proper testing to prevent the inclusion of infiltration/inflow. Any deviation from the prescribed procedures and materials must be approved by the city prior to installation.

(L) The applicant for the building sewer permit shall notify the city when the building sewer is ready for inspection and connection to the public sewer. The connection and

inspection shall be made under the supervision of the Utilities Superintendent or his or her representative.

(M) All excavations for building sewer installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways, and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the city.

(N) No person shall make a service connection to any public sewer unless that person is a licensed master plumber in accordance with the State of Minnesota Plumbing Code or a plumber under the direct supervision of a master plumber. A plumbing permit shall be obtained from the city for all service connections.

(O) A tracer wire shall be installed on all non-conductive sewer lines when installing a new sewer service or modifying an existing sewer line. Tracer wires shall conform to the following requirements:

(1) Twelve gauge minimum solid copper wire coated for underground use. The coating shall be green in color.

(2) The tracer wire shall be laid in the trench alongside the sewer line. If splicing is necessary, a direct bury connection is required.

(3) The tracer wire shall daylight at the point of entry at the foundation of the building through PVC conduit and a blank box as a future contact point to locate the service line.

(4) Tracer wire shall be installed on new sewer main installations in a manner approved by the city.

(5) Tracer wire shall be tested for continuity. If the tracer wire is found to be not continuous, it must be repaired or replaced.

(Ord. 72, passed 3-3-1986) (Am. Ord. 159, passed 3-17-1997; Am. Ord. 63, 4th Series, passed 1-5-2015)

§ 51.03 CONTAINERS.

(A) All refuse shall be stored in rust-resistant, water-tight, non-absorbent and washable closed containers, approved for the purpose by the city.

(B) All containers shall not be stored in any front yard building setback or any area of the front yard except the day of scheduled pickup and the day previous.

(1975 Code, § 3.70, Subd. 3) (Am. Ord. 107, 4th series, passed 9-4-2018)

(G) *Accessory buildings.* If an accessory building is attached to the main building, it shall be made a structural part of the main building and shall comply in all respects with the requirements of this chapter applicable to the main building. An accessory building,

unless attached to and made a part of the main building, shall not be closer than 5 feet to the main building or another accessory building. In no event shall an accessory building be permitted on a vacant lot or when not subordinate to and serving the principal use structure on the same lot.

(1) An accessory building larger than 168 square feet shall be accessible by a hard-surfaced driveway which meets all applicable setback regulations.

(2) Private garages used as accessory structures for one and two-family residential dwellings shall not exceed a combined total of 1, ~~400~~200 square feet of floor space per lot for all structures.

(3) No pole barn type construction is permitted for any residential private garage.

(4) Detached residential garage roofs must have a hipped or gable design. No barn-type roofs are permitted on detached garages.

§ 31.01 CITY ADMINISTRATOR.

(A) *Position established.* The position of City Administrator is created and established.

~~(B) *Term.* The City Administrator shall be appointed at the first meeting in January of each even-numbered year for a 2-year term by a majority vote of the Council. If removal of the City Administrator be requested by the Council, the Council shall grant him or her a public hearing within 30 days following notice of removal. During the interim, the Council may suspend the City Administrator from duty, but shall continue his or her salary.~~

(C) *Qualifications.* The City Administrator shall be selected solely on the basis of his or her executive and administrative qualifications with special reference to his or her experience in or his or her knowledge of accepted practice in respect to the duties of his or her office hereinafter set forth.

(D) *Power and duties.* The City Administrator shall be the chief administrative officer of the city and he or she shall be responsible to the Council for the proper administration of all affairs of the city and to that end shall have the power and shall be required to:

(1) Supervise and exercise control over the administration of all departments, offices and divisions of the city and carry out any other responsibilities placed under his or her jurisdiction by this chapter or subsequent Council action. He or she shall appoint, suspend or remove all officers and employees of the city except as otherwise provided by provisions of the City Code, resolutions or other law;

(2) Develop and issue all administrative rules, regulations and procedures necessary to insure the proper functioning of all departments and offices under his or her jurisdiction;

(3) Prepare and submit an annual budget to the Council and keep the Council advised of the financial condition of the city and make such recommendations as he or she may from time to time determine desirable and necessary;

(4) Attend and take part in discussion at all meetings of the Council and other official bodies as directed by the Council. The City Administrator shall also represent the city at all official or semi-official functions as may be directed by the Council. He or she shall be entitled to notice of all regular and special meetings of the Council;

(5) See that all laws and code provisions are duly enforced;

(6) Make or let purchases and contracts when the amount thereof does not exceed ~~\$10,000~~150,000 and to receive estimates, quotations, sealed bids, purchases or contracts in excess of ~~\$10,000~~150,000 and present them to the Council for official action;

(7) Recommend from time to time the adoption of such measures as he or she may deem necessary or expedient for the health, safety and welfare of the community or for the improvement of administration;

(8) Perform such other duties as may be required by the Council and consistent with Minnesota Statutes and provisions of the City Code.

~~(E) *Bond required.* The City Administrator shall furnish a surety bond to be approved by the Council, said bond to be conditioned on the faithful performance of his or her duties. The premium of the bond shall be paid by the city.~~

(F) *Compensation.* The City Administrator shall receive such compensation as the Council shall fix from time to time by ordinance, resolution or employment contract.

(1975 Code, § 2.05) (Ord. 470, passed 6-16-1969; Am. Ord. 559, passed 3-3-1973)

§ 31.02 FINANCE DIRECTOR/CITY TREASURER; CITY CLERK.

(A) *Finance Director/City Treasurer.*

(1) *Position established.* The position of Finance Director is created and established.

(2) *Powers and duties.* ~~The Finance Director shall be responsible directly to the City Council for planning, organizing and directing the financial activities of the city and shall have all the duties and privileges of a department head of the city and shall~~The City Administrator shall perform all the duties required by the Minnesota Statutes, City Code, and City Council of the office of City Treasurer or shall appoint a designee to fulfill such duties.

(B) *City Clerk.*

(1) *Position established.* The position of City Clerk is created and established.

(2) *Powers and duties.* The ~~City Clerk~~City Administrator shall be responsible for all duties required by Minnesota Statutes, City Code, and the City Council for the position of City Clerk and ~~shall be responsible directly to the City Administrator~~shall appoint a designee to fulfill such duties.

(1975 Code, § 2.06) (Am. Ord. 11, passed 5-4-1981; Am. Ord. 15, passed 8-17-1981; Am. Ord. 132, passed 9-20-1993)

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 10B	Dept: Com. Development	Council Meeting Date: 2/18/20																											
TITLE OF ISSUE: Consider Ordinance No. 127, Fourth Series an Ordinance of the City of North Mankato, MN Amending North Mankato City Code, chapter 156, Entitled "Zoning Code."																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: Community Development Director Fischer will review the zoning request.																													
<i>If additional space is required, attach a separate sheet</i>																													
REQUESTED COUNCIL ACTION: Adopt Ordinance No. 127, Fourth Series an Ordinance of the City of North Mankato, MN Amending North Mankato City Code, chapter 156, Entitled "Zoning Code."																													
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>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>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>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Steiner	_____	_____	Norland	_____	_____	Oachs	_____	_____	Whitlock	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) <u>Planning Commission Report</u> _____ _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Resolution	Ordinance	Contract	Minutes	Map																									
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<table style="border: none;"> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Workshop</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td>Regular Meeting</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Special Meeting</td> </tr> </table>	<input type="checkbox"/>	Workshop	<input checked="" type="checkbox"/>	Regular Meeting	<input type="checkbox"/>	Special Meeting	<table style="border: none;"> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Refer to: _____</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Table until: _____</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Other: _____</td> </tr> </table>	<input type="checkbox"/>	Refer to: _____	<input type="checkbox"/>	Table until: _____	<input type="checkbox"/>	Other: _____																
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ORDINANCE NO. 127, FOURTH SERIES
AN ORDINANCE OF THE CITY OF NORTH MANAKTO, MINNESOTA
AMENDING NORTH MANKATO CITY CODE, CHAPTER 156, ENTITLED "ZONING CODE",
BY CHANGING THE ZONING DISTRICT MAP AND, BY ADOPTING BY REFERENCE NORTH
MANKATO CITY CODE, CHAPTER 10 AND SECTION 10.99 WHICH,
AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS

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

Section 1. North Mankato City Code, Section 156.021, entitled "Zoning District Map," is hereby amended by changing the zoning as follows:

A. To Zone part of Northport No. 21 as M-2, Heavy Industrial.

Section 2. North Mankato City Code, Chapter 10, entitled "General Provisions" are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

Section 3. After adoption, signing, and attestation, this Ordinance shall be published once in the official newspaper of the City and shall be in effect on or after the date following such publication.

Adopted by the Council this 18th day of February 2020.

Mayor

ATTEST:

City Clerk

Published in the Mankato Free Press on _____.

Z-1-20

A REQUEST FROM THE NORTH MANKATO PORT AUTHORITY

THE CITY OF NORTH MANKATO

SUBJECT: Z-1-20

APPLICANT: North Mankato Port Authority

LOCATION: Part of Northport No. 21

EXISTING ZONING: Ag

DATE OF HEARING: February 13, 2020

DATE OF REPORT: January 29, 2020

REPORTED BY: Mike Fischer, Community Development Director

APPLICATION SUBMITTED

Request to zone part of Northport No. 21 as M-2, Heavy Industrial

COMMENT

In 2019, the North Mankato Port Authority purchased 3.58 acres of vacant land in a location shown on Exhibit A. The property was then annexed into the City limits and platted with existing land owned by the Port Authority as Northport No. 21 shown on Exhibit B. As the 3.58 acres was annexed into the City limits, it is necessary to provide a zoning classification based on its intended use. The Port Authority is requesting to zone the property as M-2, Heavy Industrial which as shown on Exhibit A, is consistent with existing area zoning.

As shown on the Future Land Use Map (Exhibit C), the 3.58 acres of land is guided for future Commercial or Industrial zoning. As a result, the requested zoning is consistent with the guided zoning for that area.

RECOMMENDATION

Staff recommends approval of Z-1-20



Legend

City Limits

Medians

Roadways

Parcels (6-7-2018)

Lakes & Ponds

Minnesota River

Zoning

R-A Residential Agricultural

R-1 One Family Living

R-1S One Family Dwelling Small

R-2 One and Two Family Dwelling

R-3 Limited Multiple Dwelling

R-4 Multiple Dwelling

OR-1 Office Residential

CBD Central Business

B-1 Neighborhood Business

B-3 General Commercial

B-2 Community Business

M-2 Heavy Industrial

M-1 Light Industrial

I-1 Planned Industrial

TUD Transitional Unzoned District

P-1 Public Park

Nman_cty19_3inch.sid

Red: Band_1

Green: Band_2

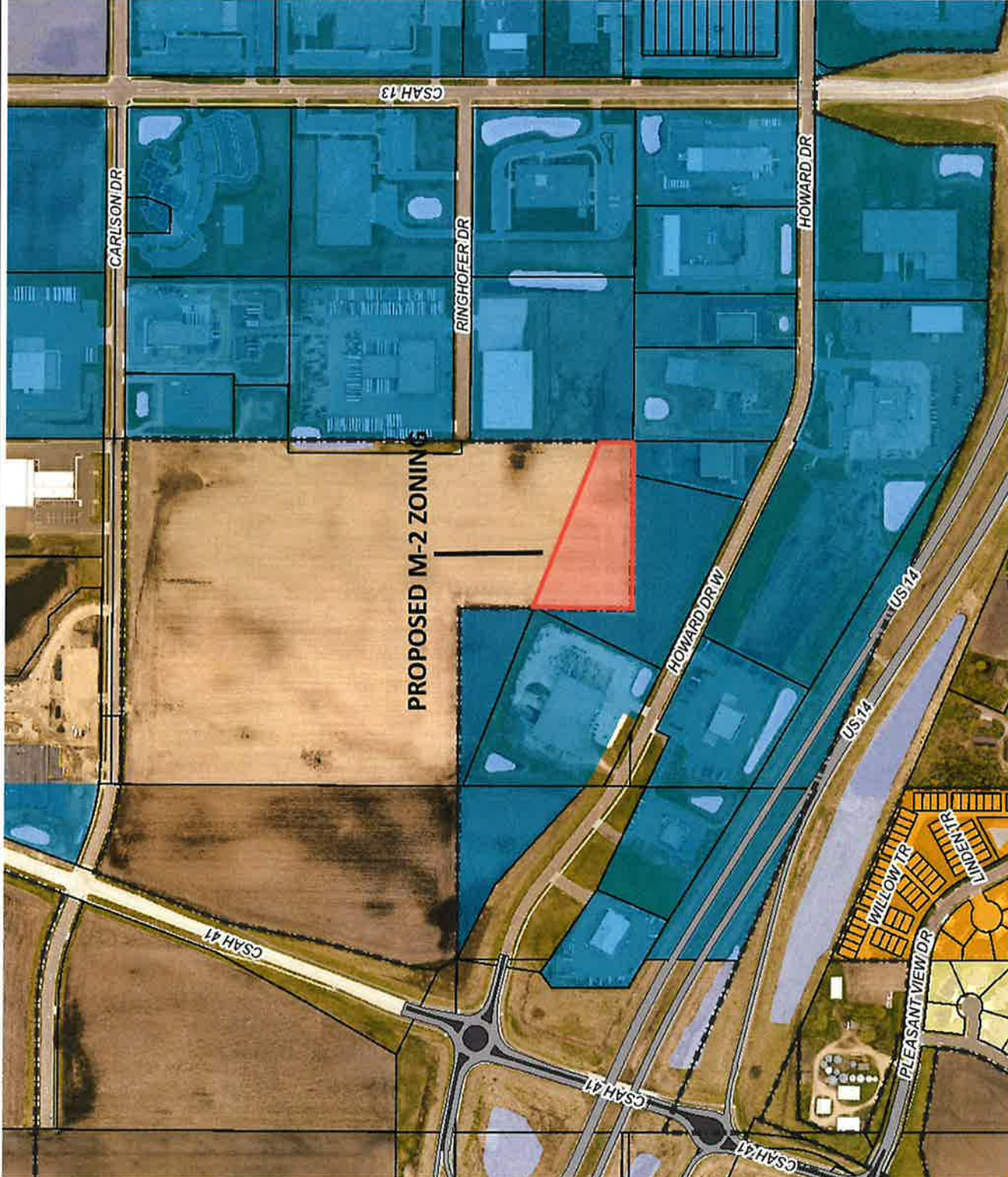
Blue: Band_3

Z-1-20



Disclaimer:

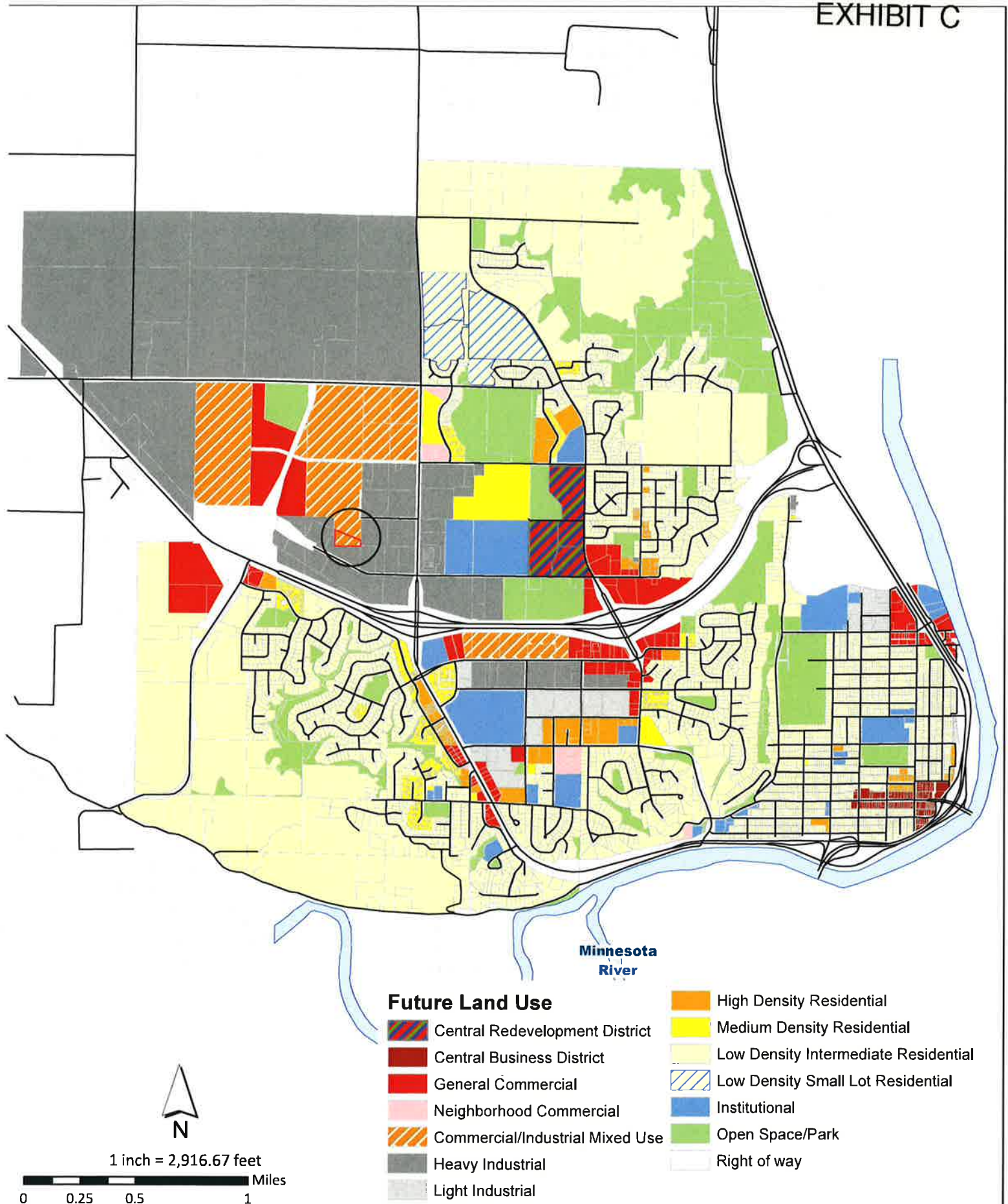
This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of North Mankato is not responsible for any inaccuracies herein contained.



Real People. Real Solutions.

0 527 Feet

© Bolton & Menk, Inc - Web GIS 1/23/2020 9:22 AM





January 30 ,2020

Dear Property Owner:

The City of North Mankato has received a request from the North Mankato Port Authority to zone land recently annexed into the City limits as M-2, Heavy Industrial. The location of the land is shown on Exhibit A.

This request will be considered by the Planning Commission on Thursday, February 13, 2020 and by the City Council on Tuesday, February 18, 2020. Both meeting begin at 7:00 p.m. in the Municipal Building Council Chambers located at 1001 Belgrade Avenue. As a nearby property owner, you have the opportunity to comment on the zoning request. You may attend either or both meetings or submit written comments to the City by February 13, 2020.

Sincerely,

THE CITY OF NORTH MANKATO

Mike Fischer
Community Development Director

Enc



Z-1-20

O'Brien Properties of North Mankato
7100 Sunwood Drive
Ramsey, MN 55303

MDC Development 1031 LLC
15760 Acorn Trail
Faribault, MN 55201

Burnett Properties LLLP
16738 State Highway 66
Good Thunder, MN 56037

Application for
REZONING

Pursuant to Chapter 156 of the North Mankato City Code, application is hereby made to amend the City of North Mankato Zoning Map as described herein.

LEGAL DESCRIPTION OF PROPERTY:

Lot # _____ Block # _____

Subdivision Part of Northport No. 21 Address _____

APPLICANT:

Name North Mankato Port Authority Address _____ Phone _____

PROPERTY OWNER (If Other Than Applicant):

Name _____ Address _____ Phone _____

CURRENT ZONING: AG CURRENT USE OF PROPERTY: Future Industrial Development

PROPOSED ZONING: M-2, Heavy Industrial

REASON ZONING CHANGE NEEDED: Land annexed into City limits

REQUEST PREVIOUSLY CONSIDERED? Yes ____ No X If Yes, date _____

Comments:SUPPORTING DOCUMENTS:

	Required	Attached		Required	Attached
Plot Plan	_____	_____	Comment Letters	_____	_____
Floor Plan	_____	_____	Performance Test	_____	_____
Landscaping Plan	_____	_____	Petition	_____	_____
Parking/Loading Plan	_____	_____	Development Schedule	_____	_____
Survey	_____	_____	Proposed Regulations	_____	_____
Other _____	_____	_____			

FEES: Application Fee \$335

Notice Charge # 3 @ \$2.00 = \$6.00

Total Fee \$341 Receipt # _____

I hereby certify that the information both described in and attached to this application is correct and true.

Signature of Applicant _____ Date _____

Pursuant to the requirements of Chapter 156 of the North Mankato City Code, this application was received by me or my duly designated representative on January 17, 2020, and I hereby certify that this application meets all the necessary application requirements.

Signature of Zoning Administrator _____ Date _____

PLANNING COMMISSION ACTION: Date: February 13, 2020

_____ Approved Additional Conditions:

_____ Denied Reason:

CITY COUNCIL ACTION: Date: February 18, 2020

_____ Approved Additional Conditions:

_____ Denied Reason:

OTHER COMMENTS

STATE OF MINNESOTA)
COUNTY OF NICOLLET)
CITY OF NORTH MANKATO)

I, the undersigned, being the duly qualified and acting City Clerk of the City of North Mankato, Minnesota, hereby certify that I have carefully compared the attached variance approved by the City of North Mankato with the original thereof on file and of record in my office, and that the same is a full, true and completed copy of said original.

WITNESS my hand and the official seal of said City of North Mankato this _____ day of _____, 20____.

City Clerk, City of North Mankato

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 10C	Dept: City Engineer	Council Meeting Date: 2/18/20																											
TITLE OF ISSUE: Consider Resolution Requesting the Advance of Municipal State Aid Funds for Federally Funded Construction Projects.																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: A portion of the federal funding for the Dakota Meadows Middle School Safe Routes to School Project is designated for year 2021. Through the attached resolution, the City is requesting an advance of Municipal State Aid funds for the 2021 funding so that the project can be constructed in 2020. The advanced funds will be repaid when the City receives the federal funding in 2021. City Engineer Dan Sarff will provide more information at the Council meeting.																													
<i>If additional space is required, attach a separate sheet</i>																													
REQUESTED COUNCIL ACTION: Adopt Resolution Requesting the Advance of Municipal State Aid Funds for Federally Funded Construction Projects.																													
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>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>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>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Steiner	_____	_____	Norland	_____	_____	Oachs	_____	_____	Whitlock	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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RESOLUTION NO.

RESOLUTION REQUESTING THE ADVANCE OF MUNICIPAL STATE AID FUNDS FOR
FEDERALLY FUNDED CONSTRUCTION PROJECTS

WHEREAS, the Municipality of North Mankato has received federal funding for the Dakota Meadows Middle School Safe Routes to School Project, SP 150-090-003, through the Transportation Alternatives funding program, and

WHEREAS, \$424,652 of federal funds has been programmed by the ATP in the STIP or work plan for the years 2020 and \$84,948 of federal funds has been programmed by the ATP in the STIP or work plan for the years 2021, and

WHEREAS, said Municipality intends to proceed with the construction of said project in 2020 using the federal funds designated for 2020, and with an advance from the Municipal State Aid Street Fund for the federal funds designated for 2021, and

WHEREAS, repayment of the funds so advanced will be made from Federal funds no later than the respective years in which the ATP has programmed the project.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA that the Commissioner of Transportation be and is hereby requested to approve this advance of up to \$84,948 in 2020 for financing the Dakota Meadows Middle School Safe Routes to School Project, SP 150-090-003 in the Municipality of North Mankato, in accordance with Minnesota Rules 8820.1500, Subp. 10b.

IT IS FURTHER RESOLVED that the City of North Mankato authorizes repayments from its state aid account or from local funds within a requested and approved repayment schedule should said project fail to receive Federal funds for any reason.

Adopted by the City Council this 18th day of February 2020.

Mayor

Attest:

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 10D	Dept: City Engineer	Council Meeting Date: 2/18/20																											
TITLE OF ISSUE: Consider Resolution Requesting the Advance of Municipal State Aid Funds for Municipal Construction Projects and Bond Principle Payment.																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: The City of North Mankato is requesting an advance of Municipal State Aid Funds for the construction of the Dakota Meadows Middle School Safe Routes to School Project, Mill & Overlays on three MSA streets (Lee Boulevard, Marie Lane and Howard Drive), Monroe Avenue Reconstruction Project, and the completion of the Commerce Drive project. An advance is also being requested for the payment of the bond principle of the existing State Aid bond that was taken out in 2015 for the TH 14/CSAH 41 interchange project. City Engineer Dan Sarff will provide more information at the Council meeting.																													
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REQUESTED COUNCIL ACTION: Adopt Resolution Requesting the Advance of Municipal State Aid Funds for Municipal Construction Projects and Bond Principle Payment.																													
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RESOLUTION NO.

RESOLUTION REQUESTING THE ADVANCE OF MUNICIPAL STATE AID FUNDS FOR
MUNICIPAL CONSTRUCTION PROJECTS AND BOND PRINCIPLE PAYMENT

WHEREAS, the Municipality of North Mankato intends to implement the Dakota Meadows Middle School Safe Routes to School Project (SP 150-090-003), 2020 State Aid Overlay Project (SAP's 150-108-007, 150-109-005, 150-255-002), the Monroe Avenue Street & Utility Reconstruction Project (SAP 150-258-001), and the Commerce Drive Improvement Project (SP 150-119-003), all Municipal State Aid Projects, in 2020 which requires State Aid funds to be expended in 2020 in excess of those available in its State Aid Construction Account, and

WHEREAS, said municipality is prepared to proceed with the construction of said project(s) through the use of an advance from the Municipal State Aid Street Fund to supplement the available funds in their State Aid Construction Account, and

WHEREAS, the advance is based on the following determination of estimated expenditures:

Account Balance as of 02/10/2020	(\$1,302,858.53)
Less estimated disbursements:	
Project No. SP 150-090-003	\$108,000
Project No. SAP 150-108-007	\$311,000
Project No. SAP 150-109-005	\$125,000
Project No. SAP 150-255-002	\$316,000
Project No. SAP 150-258-001	\$250,000
Project No. SP 150-119-003	\$100,000
Bond Principle	\$225,000
Total Estimated Disbursements	\$1,435,000
Advance Amount (amount in excess of acct balance)	\$1,435,000

WHEREAS, repayment of the funds so advanced will be made in accordance with the provisions of Minnesota Statutes 162.14, Subd. 6 and Minnesota Rules, Chapter 8820.1500, Subp. 10b, and

WHEREAS, the Municipality acknowledges advance funds are released on a first-come-first-serve basis and this resolution does not guarantee the availability of funds

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA that the Commissioner of Transportation be and is hereby requested to approve this advance for financing approved Municipal State Aid Street Project(s) of the Municipality of North Mankato in an amount up to \$1,435,000

BE IT FURTHER RESOLVED that the City of North Mankato hereby authorizes repayments from subsequent accruals to the Municipal State Aid Street Construction Account of said Municipality from future year allocations until fully repaid.

Adopted by the City Council this 18th day of February 2020.

Mayor

Attest:

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 10E	Dept: City Engineer	Council Meeting Date: 2/18/20																											
TITLE OF ISSUE: Consider Resolution Ordering Preparation of Report on Improvement for Project No. 20-03 ABCDEF Countryside Drive Improvement Project.																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: With the anticipated development of the property located north of Countryside Drive between Haughton Avenue and Coventry Lane (previously known as the Bengston property), improvements to all or a portion of the adjacent segment of Countryside Drive will be required. It is recommended that a preliminary engineering report be prepared to determine the necessary infrastructure improvements and the associated costs. The attached resolution directs the City Engineer to prepare the preliminary engineering report. City Engineer Dan Sarff will provide more information at the Council meeting and answer any questions.																													
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REQUESTED COUNCIL ACTION: Adopt Resolution Ordering Preparation of Report on Improvement for Project No. 20-03 ABCDEF Countryside Drive Improvement Project.																													
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RESOLUTION NO.

RESOLUTION ORDERING PREPARATION OF REPORT ON IMPROVEMENT
FOR PROJECT NO. 20-03 ABCDEF COUNTRYSIDE DRIVE IMPROVEMENT PROJECT

WHEREAS, it is proposed to improve Countryside Drive from Houghton Avenue to Coventry Lane; and

WHEREAS, such improvements may include sanitary sewer improvements, watermain improvements, storm sewer improvements, street improvements, sidewalk improvements, turf establishment/erosion control, and other related improvements; and

WHEREAS, it is proposed to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429;

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

That the proposed improvement, called City Project No. 20-03 ABCDEF be referred to the City Engineer for study and that that person is instructed to report to the Council with all convenient speed advising the Council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

Adopted by the City Council this 18th day of February 2020.

Mayor

ATTEST:

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 10F	Dept: Finance	Council Meeting Date: 2/18/20																																																																															
TITLE OF ISSUE: Consider Resolution Relating to \$2,485,000 General Obligation Refunding Bonds, Series 2020A, Concurring in the Action of the North Mankato Port Authority Commission in Awarding the Issuance and Sale Thereof and Authorizing the Execution of a Continuing Disclosure Certificate.																																																																																	
BACKGROUND AND SUPPLEMENTAL INFORMATION: Tammy Omdal from Northland Securities will be present to review the sale documents.																																																																																	
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REQUESTED COUNCIL ACTION: Adopt a Resolution Relating to \$2,485,000 General Obligation Refunding Bonds, Series 2020A, concurring in the Action of the North Mankato Port Authority Commission in Awarding the Issuance and Sale Thereof and Authorizing the Execution of a Continuing Disclosure Certificate.																																																																																	
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Extract of Minutes of a Meeting of the
City Council of the
City of North Mankato, Nicollet County, Minnesota

HELD: February 18, 2020

Pursuant to due call and notice thereof, a regular of the City Council of the City of North Mankato, Nicollet and Blue Earth Counties, Minnesota, was duly held in the City offices in the of North Mankato on Tuesday, February 18, 2020, commencing at 7:00 P.M..

The following members were present:
and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

A RESOLUTION RELATING TO \$2,485,000 GENERAL OBLIGATION REFUNDING
BONDS, SERIES 2020A, CONCURRING IN THE ACTION OF THE NORTH MANKATO
PORT AUTHORITY COMMISSION IN AWARDING THE ISSUANCE AND SALE
THEREOF AND AUTHORIZING THE EXECUTION OF A CONTINUING DISCLOSURE
CERTIFICATE

BE IT RESOLVED by the City Council of the City of North Mankato, Nicollet and Blue Earth Counties, Minnesota (the "City"), as follows:

Section 1. The North Mankato Port Authority Commission (the "Authority") by resolution adopted this same date (the "Resolution"), has authorized the issuance and sale of its \$2,485,000 General Obligation Refunding Bonds, Series 2020A (the "Bonds") pursuant to the Resolution and Official Statement fully describing the Bonds which is on file with the City Administrator.

Section 2. The City hereby finds, determines and declares that the issuance of the Bonds by the Authority is necessary and in the best interest of the City and concurs in the action of the Authority in awarding the sale of the Bonds. For the prompt and full payment of the principal and interest on the Bonds, as the same respectively become due, the full faith, credit, resources and taxing powers of the City have been irrevocably pledged by an Ordinance adopted by the City on January 21, 2020, in accordance with Minnesota Statutes, Section 469.060.

Section 3. The City Council hereby approves and ratifies the pledge in the Authority Resolution to levy ad valorem taxes in the City needed to pay in a timely and full manner the

debt service coming due on the Bonds. As provided in Minnesota Statutes, Section 469.060, Subdivision 6, tax levies must be used only to pay the debt service on the Bonds, when and as the same shall come due.

Section 4. The City and the Authority will enter into a Continuing Disclosure Undertaking (the "Undertaking") , dated the date of closing, a form of which is on file with the City. The Mayor and the City Administrator of the City are hereby authorized to sign the Undertaking.

The City is the sole obligated person with respect to the Bonds. The City hereby agrees, in accordance with the provisions of Rule 15c2-12 (the "Rule"), promulgated by the Securities and Exchange Commission (the "Commission") pursuant to the Securities Exchange Act of 1934, as amended, and a Continuing Disclosure Undertaking hereinafter described to:

(a) Provide or cause to be provided to the Municipal Securities Rulemaking Board (the "MSRB") by filing at www.emma.msrb.org in accordance with the Rule, certain annual financial information and operating data in accordance with the Undertaking. The City reserves the right to modify from time to time the terms of the Undertaking as provided therein.

(b) Provide or cause to be provided to the MSRB notice of the occurrence of certain events with respect to the Bonds in not more than ten (10) business days after the occurrence of the event, in accordance with the Undertaking.

(c) Provide or cause to be provided to the MSRB notice of a failure by the City to provide the annual financial information with respect to the City described in the Undertaking, in not more than ten (10) business days following such occurrence.

(d) The City agrees that its covenants pursuant to the Rule set forth in this paragraph and in the Undertaking is intended to be for the benefit of the Holders of the Bonds and shall be enforceable on behalf of such Holders; provided that the right to enforce the provisions of these covenants shall be limited to a right to obtain specific enforcement of the City's obligations under the covenants.

The Mayor and City Administrator of the City, or any other officer of the City authorized to act in their place (the "Officers") are hereby authorized and directed to execute on behalf of the City the Undertaking in substantially the form presented to the City Council subject to such modifications thereof or additions thereto as are (i) consistent with the requirements under the Rule, (ii) required by the Purchaser of the Bonds, and (iii) acceptable to the Officers.

This Resolution shall constitute the City's approval and consent to the issuance of the Bonds provided and described in Minnesota Statutes, Section 469.060, and the City's approval of the issuance of the Bonds required by the Port Authority Resolution.

The motion for the adoption of the foregoing resolution was duly seconded by member _____ and, upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA
COUNTIES OF NICOLLET AND BLUE EARTH
CITY OF NORTH MANKATO

I, the undersigned, being the duly qualified and acting City Administrator of the City of North Mankato, Minnesota, DO HEREBY CERTIFY that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the City Council of the City held on February 18, 2020 with the original minutes on file in my office and the extract is a full, true and correct copy of the minutes insofar as they related to the issuance and sale of \$2,485,000 General Obligation Refunding Bonds, Series 2020A of the North Mankato Port Authority Commission.

WITNESS my hand as such City Administrator this 18th day of February, 2020.

City Administrator

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 10G	Dept: Public Works	Council Meeting Date: 2/18/20																												
TITLE OF ISSUE: Receive Pavement Management System of North Mankato 2019-Report Update.																														
BACKGROUND AND SUPPLEMENTAL INFORMATION: City Staff has prepared an update of the the Pavement Management Program adopted by Council in 2014.																														
<i>If additional space is required, attach a separate sheet</i>																														
REQUESTED COUNCIL ACTION: Receive Pavement Management System of North Mankato 2019-Report Update.																														
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>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>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>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Steiner	_____	_____	Norland	_____	_____	Oachs	_____	_____	Whitlock	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) Presentation _____ _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Pavement Management System City of North Mankato

2019 Report Update



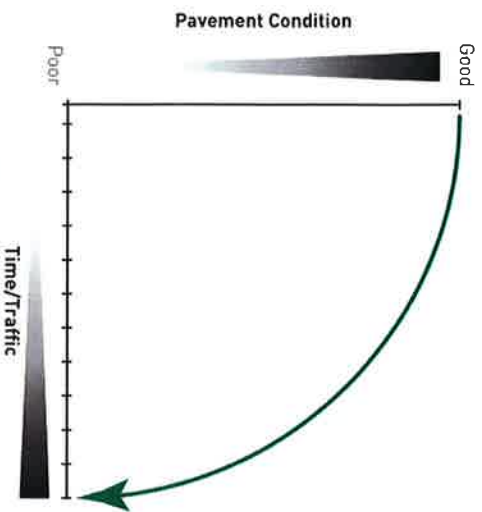
Background

- Original report and review in 2014
 - Implementation of the mill and overlay program
 - Continued pavement preservation methods
- Goal of Pavement Management Report:
 - Provide a snapshot in time of the system to assist staff & council in understanding system conditions
 - Provide information to assist City Council in making decisions regarding pavement maintenance/preservation
 - Provide recommendations regarding required investments to effectively maintain/preserve pavements
- Report details pavement preservation recommendations and reconstruct recommendations

Lifecycle of Pavement

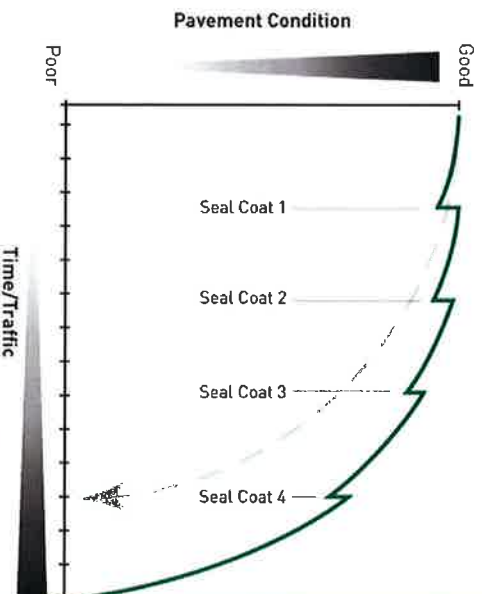
Typical Pavement Lifecycle

No Seal Coating or Overlay



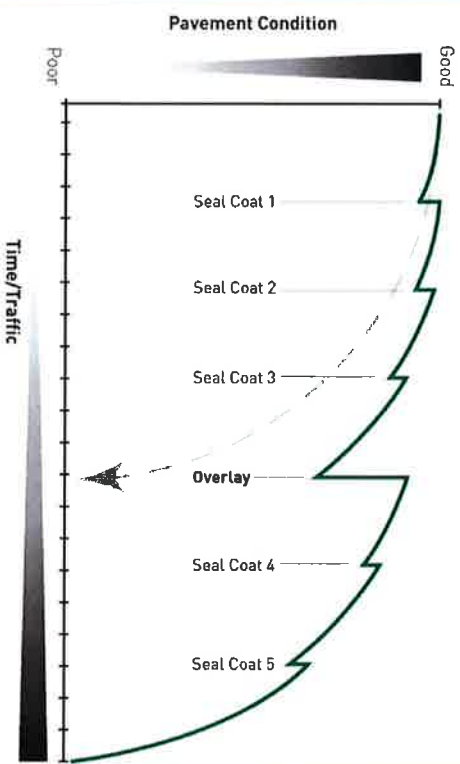
Typical Pavement Lifecycle

Seal Coating Only



Typical Pavement Lifecycle

Seal Coating and Overlays



2014 vs. 2020

Table 1: Pavement Rating vs. Paved Miles

Pavement Condition Rating	2014 Pavement Condition Inventory		2020 Pavement Condition Inventory	
	Mileage	% of Local Street Mileage	Mileage	% of Local Street Mileage
9 - 10	8.4	12.7%	19.9	39.7%
7 - 8	26.5	40.2%	22.5	33.5%
5 - 6	20.1	30.4%	17.2	25.6%
3 - 4	7.8	11.9%	4.8	7.2%
1 - 2	0.8	1.3%	0.7	1.0%
Concrete Streets	2.3	3.5%	2.0	3.0%
Total	66.0	100.0%	67.1	100%

2014 Average: 6.9

2020 Average: 7.4

Pavement Preservation

- Crack Sealing
 - Fill in cracks with a melted rubber.
 - Prevents water from getting below surface and heaving
- Asphalt Patching
 - Patching of potholes, raveled surfaces etc.
- Chip Seal
 - Applied oil and rock to slow deterioration of wear surface
- Fog Seal
 - Acts as binding agent on chip seal
 - Can fill small cracks and preserve wear surface. Example: Spring Lake Park Parking Lots
- Pavement Rejuvenator
 - Applied to new pavements, penetrates and seals surface up to $\frac{3}{4}$ " deep.

Pavement Preservation

Current Budget vs Report Recommendation				
Pavement Preservation Method	Current Budget Allocation	Report Recommendation	+/-	
Crack Sealing Materials	\$10,000	\$10,000	-	
Asphalt Patching	\$45,000	\$45,000	-	
Rejuvenator/Chip Seal/Fog Seal	\$131,000	\$186,000	+\$55,000	
Total	\$186,000	\$241,000	+\$55,000	

Mill and Overlay

Current Budget vs Report Recommendation				
Pavement Preservation Method	Current Budget Allocation	Report Recommendation	+/-	
Mill and Overlay	\$400,000	\$440,000	+\$44,000	
Total	\$400,000	\$440,000	+\$44,000	

Mill and Overlay – Previous Years



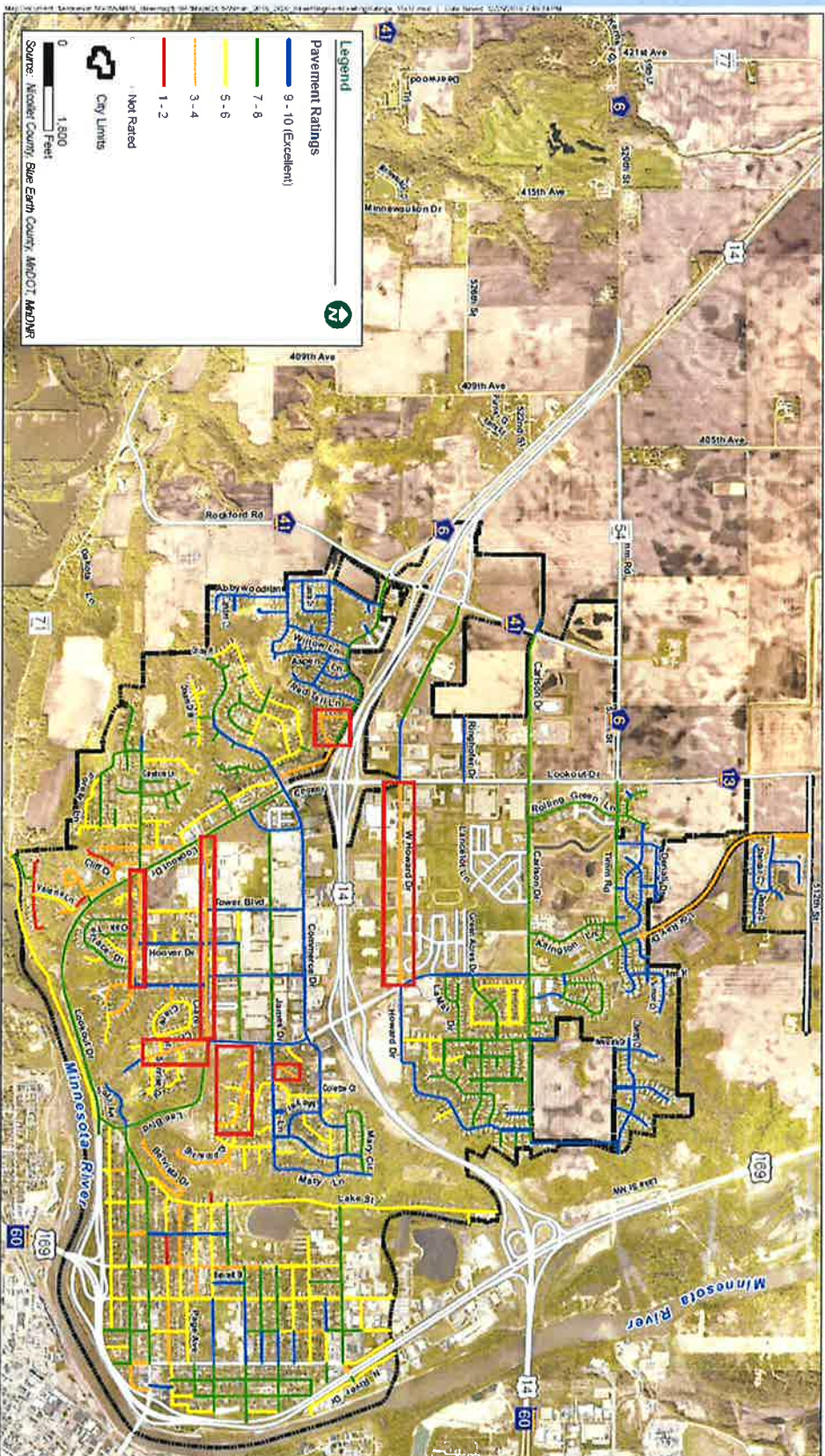
- Mill & Overlay - 2015
- Mill & Overlay - 2016
- Mill & Overlay - 2017
- Mill & Overlay - 2018
- Mill & Overlay - 2019

Mill and Overlay - 2020

NORTH MANKATO
MINNESOTA

Existing Pavement Ratings
2019 - 2020 Pavement Maintenance

Exhibit 3
December 2019



Mill and Overlay – Future Years

