

Pursuant to due call and notice thereof, a Council Workshop of the North Mankato City Council was held in the Council Chambers of the Municipal Building on September 4, 2012. Mayor Dehen called the meeting to order at 6 p.m. The following were present for the meeting: Mayor Dehen, Council Members Freyberg, Schindle, Steiner and Norland, Interim Administrator Fischer, Finance Director Thorne and City Clerk Gehrke.

Continuation of 2013 Budget Discussion

Finance Director Thorne reported she met with former Administrator Sande and reviewed the debt service funds and special revenue funds. She stated as a result of this meeting changes have been made to the budget and the tax levy proposal has been reduced substantially. She reported details of the changes were included in a memorandum provided, a revised Auxiliary Fund summary and an updated levy worksheet.

Council Member Freyberg expressed his concern that this Budget Workshop was being held after receiving a complete new set of budget documents which he reviewed over the weekend and now has a new set which he has not had time to review. He reported he would like to take this time to review the changes. Council Member Freyberg asked why there were so many changes considering the audit was just completed.

Finance Director Thorne reported the new Levy Worksheet comparing the 2013 Levy with the 2012 Levy details the changes and reflects a 2.45 percent change. Essential or critical items (such as the vacant Construction Inspector position) change the proposed levy to 2.57 percent. She reported should the Council choose to budget for all department operating requests, the 2013 base levy will increase to 5.21 percent over 2012. However this includes the reduction for the Construction Inspection position in the amount of \$79,657. Council Member Steiner reported he would feel comfortable setting the preliminary levy at 5.21 percent.

The Mayor asked the Council to review the General Fund in order to set the preliminary tax levy prior to September 15, 2012. Council Member Schindle stated that a special workshop could be held next week to review the preliminary levy. Clerk Gehrke reported if an additional meeting is scheduled for the next week, it would need to be a Special Council meeting so the Council can take action to adopt a resolution setting the preliminary levy. Council Member Steiner stated he believes the maximum preliminary levy can be set at tonight's Council meeting and then be reduced at future Council Workshops.

Mayor Dehen asked the Finance Director where the funds were built in to increase the unrestricted fund balance. The Finance Director reported in 2011 the Council adopted a resolution to transfer funds which were not made and will be done in 2012. This will bring the December 31, 2011 unrestricted General Fund balance from \$2,085,321 to \$2,335,321, above the \$2,249,631 required amount per City policy. With these transfers, the increased unrestricted fund balance is approximately 41.7 percent of the total General Fund expenditure budget for 2012. The policy adopted by the Council is 50 percent of the 2012 Property Tax and 50 percent of the 2012 Local Government Aid (LGA).

Discussion was held regarding replacement of the Construction Inspector position who also served as the Emergency Management Director. The Mayor reported the Police Chief has

taken over the Emergency Management Director duties and is attending the necessary schools and conferences for certification. The Interim Administrator reported Derek Tostenson is taking over the Construction Inspector workload and is working substantial hours. The Interim Administrator asked if the Council would want the Police Chief to continue with the Emergency Management Director (EMD) position. He has begun taking the necessary classes to obtain EMD certification. The Construction Inspector position also has the responsibility for management of the flood wall. The Interim Administrator reported that although the large projects are going on, no new subdivisions are planned at this time. In response to a question, the Interim Administrator suggested that a Construction Management student from Minnesota State University-Mankato be hired as a part-time employee. The Mayor suggested opportunity be explored with working with the City of Mankato on the flood wall updates. The Mayor also suggested building in funds for temporary help in the Park and Street Departments. Council Member Freyberg suggested not setting the levy too low in case something else is not accounted for stating his concern about the numbers. He would like to see the numbers remain the same for a couple of weeks.

Discussion was held regarding funding equipment through equipment certificates, for example funding equipment with a three-year life such as patrol vehicles with five-year bonds. The Finance Director reported she spoke with the bond consultant and the equipment certification can be set up so the equipment with a shorter life span could mature sooner.

Council Member Freyberg asked that a portion of the levy go to debt relief. He stated his concern about the dramatic shift in numbers over the past couple of weeks. He also stated he wants to build the reserve balance and would want to error on the side of caution. The Mayor stated that if the Council sets a 7.00 percent increase in the tax levy, it can be reduced over the next Council Workshops.

The Finance Director reviewed the changes in the bonds. The Council discussed the levy worksheet noting the substantial change in the levy for bonds. Council Member Schindle asked if the City realizes any savings when bonds are refunded. Finance Director Thorne reported criteria is in place that requires a certain amount of net savings before a bond may be refunded and the bond documents outline the savings for the refunds. The Finance Director reviewed debt service funds which have deferred assessments. Council Member Schindle requested a report outlining which properties currently have deferred assessments and the terms of the deferment. The Finance Director will present a report outlining deferred assessments at a future Budget Workshop.

Council Member Schindle reported the request for additional sealcoating oil needs to be kept in the budget.

Mayor Dehen reported it is necessary to certify the 2013 preliminary tax levy with Nicollet County on or before September 15, 2012 with the ability to reduce the levy but not to increase the levy. It was the consensus of the Council to recommend the preliminary tax levy be set at \$5,512,772 which is a 7.00 percent increase over the current year to allow for debt reduction, increase in the reserve balance and to allow for consideration of operating requests from department heads.

There being no other business, the Council workshop was adjourned at 6:50 p.m.

Mayor

City Clerk

Pursuant to due call and notice thereof, a regular meeting of the North Mankato City Council was held in the Council Chambers of the Municipal Building on September 4, 2012. 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 the meeting, Mayor Dehen, Council Members Steiner, Norland, Schindle and Freyberg, Interim Administrator Fischer, Finance Director Thorne, Engineer Malm, Attorney Kennedy and City Clerk Gehrke.

Approval of Agenda

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

Approval of Minutes

Council Member Schindle moved, seconded by Council Member Freyberg, to approve the minutes of the Special Council meetings of August 13, 2012, August 15, 2012 and August 16, 2012, the Council meeting of August 20, 2012, as amended; and the Council Workshop of August 27, 2012. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.

Correspondence**Public Service Announcement – Farm Vehicles on City Streets**

Mayor Dehen read a Public Service Announcement reporting that over the next two months farm equipment will be on North Mankato city streets in the hilltop due to reconstruction of Highway 14.

Public Hearing, 7 p.m. – Consolidated Annual Performance and Evaluation Report (CAPER)

The Mayor opened the public hearing to consider the Consolidated Annual Performance and Evaluation Report. Planner Fischer reported that as part of our status as a HUD Entitlement Community, the City is required to submit a Consolidated Annual Performance and Evaluation Report (CAPER) on the use of 2011 Community Development Block Grant (CDBG) funds which are received on an annual basis. As part of the process, it is necessary to hold a public hearing to present the CAPER and allow a 15-day comment period after the public hearing. A notice of public hearing was published in the official newspaper. Planner Fischer reported the 2011 Action Plan specified that CDBG funds would be used to acquire a vacant residential property addressed as 202 Christensen Street and to allocate funds to assist in the purchase of a vacant convenience store addressed as 238 Belgrade Avenue. However, the new owner of the property at 238 Belgrade did not wish to accept CDBG funds. In 2010, the Action Plan was amended to purchase and demolish a residential dwelling addressed as 706 Range Street; however, funds for this project were used in 2011. The Planner presented a summary of resources and distribution of funds for FY2011 reporting \$152,282 was made available to the City through a 2011 formula allocation and unused 2010 funds. The breakdown of the funds include 1) \$30,500 for the purchase of the property addressed as 202 Christensen; 2) \$75,000 for the purchase of the property addressed as 706 Range Street; and 3) \$8,000 for administration of the funds, for a total expenditure of \$113,500. Planner Fischer reported the proposed use of the properties at 202 Christensen and 706 Range are for low- to moderate-income housing. Kim Spears, 916 South Avenue, appeared before the Council and asked when the properties would be returned to the tax rolls and where the funds would be deposited when the properties are sold. Planner Fischer reported the funds received from sale of the properties would go into the General Fund subject to federal regulations. Some discussion was held about the amount of funds received, the reporting involved and the point at which it is no longer feasible to accept the funds. With no one else appearing before the Council, the Mayor closed this portion of the meeting.

Public Hearing, 7 p.m. – Vacation of Utility Easement – Parks Edge Addition

Mayor Dehen opened the public hearing to consider the vacation of a utility easement in Parks Edge Addition due to the replatting of Lot 1, Block 4, Parks Edge Addition. Interim Administrator Fischer reported a notice of the public hearing was published in the official newspaper and the utility companies have been notified. He reported the utility companies have no objection to the utility easement vacation. With no one appearing before the Council, the Mayor closed this portion of the meeting.

Res. No. 54-12 Vacating Utility Easement, Parks Edge Addition

Council Member Norland moved, seconded by Council Member Schindle, to adopt Resolution No. 54-12 Vacating Utility Easement, Parks Edge Addition. Vote on the Resolution: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.

Public Hearing, 7 p.m. – Vacation of Utility Easements – Whispering Oak Twins

Mayor Dehen opened the public hearing to consider the vacation of utility easements in Whispering Oak Twins due to the replatting of five lots into four lots. Interim Administrator Fischer reported a notice of the public hearing was published in the official newspaper and the utility companies have been notified. He reported the utility companies have no objection to the vacation of the utility easements. With no one appearing before the Council, the Mayor closed this portion of the meeting.

Res. No. 55-12 Vacating Utility Easement, Whispering Oak Twins

Council Member Freyberg moved, seconded by Council Member Steiner, to adopt Resolution No. 55-12 Vacating Utility Easements, Whispering Oak Twins. Vote on the Resolution: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.

Open the Meeting to the Public for the First Time

Barbara Church, 102 E. Wheeler Avenue

Barbara Church, 102 E. Wheeler Avenue, appeared before the Council and reported she has spoken to Burt Lyman, Executive Director of the Civic Center, about the noise created at Riverfront Park at their events. He reported they are aware of the problem and are working to resolve the noise issue. He did mention that national acts will not adjust the volume level.

Ms. Church also asked that the selection of a City Administrator be postponed.

Kim Spears, 916 South Avenue

Kim Spears, 916 South Avenue, appeared before the Council and reported his concern about the budget process and the proposed tax levy discussed at the Council Workshop. He stated his belief that the increase in a tax levy should not exceed the cost of living and urged the Council Members to take this into account when setting the levy.

Mr. Spears also commented about the Metropolitan Planning Organization (MPO) and asked whether this duplicates MATAPS and if so, if MATAPS should be eliminated.

Tom Rieff, 2059 Sundance Lane

Tom Rieff, 2059 Sundance Lane, appeared before the Council and asked that a selection for the City Administrator position be delayed and the process be re-opened.

Consent Agenda

Council Member Schindle moved, seconded by Council Member Steiner, to approve the Consent Agenda which includes:

1. Audio and Large Group Permit for Evangelical Free Church Punk'n Pie Event, 354 Carol Court Back Parking Lot, Wednesday, October 31, 2012 from 5-9:30 p.m.

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

Staff Reports**City Planner****Metropolitan Planning Organization (MPO) Update**

Planner Fischer presented an update of the Metropolitan Planning Organization (MPO) reporting that on March 27, 2012, the Mankato/North Mankato Area was designated an urbanized area of more than 50,000 people. Under federal law, all such urbanized areas must have a designated MPO for any expenditure of federal transportation funds within the urbanized area, including transit funds. He reported the MPO is required to draft and implement a unified planning work program, a 20-year long range transportation plan, and a transportation improvement program that contains a four-year listing of regionally significant projects receiving federal funds, including transit. He reported the governance of the MPO activities is through a Joint Powers Agreement and involves establishing a Policy Board that consists of elected officials from each member jurisdiction. A Technical Advisory Panel is established comprised of staff from each jurisdiction which provides recommendations to the Policy Board. The MPO also enters into a Memorandum of Understanding between the MPO, State and the Transit Operator (City of Mankato). Planner Fischer reported State and Federal grants are provided to cover up to 80 percent of the costs associated with MPO activities, which in the case of the Mankato/North Mankato MPO anticipated State and Federal grants will provide an estimated \$307,812 annually and the local partners are expected to provide a 20 percent match estimated at \$28,865. MPO activities include 1) Long-range transportation planning, 2) Transportation improvement plan and 3) Unified work plan as directed by the Policy Board. Since MnDOT oversees the administration of MPOs within the State of Minnesota, they have held a series of meetings with the affected local units of government impacted by the designation and suggested using the MPO model that Janesville, Wisconsin has in place. Planner Fischer reported a small intergovernmental working group of staff was appointed in order to formulate a recommended strategy for the formation of the MPO and a summary of the group recommendations for the MPO structure and Joint Powers Agreement was presented. He noted the deadline for finalizing an agreement and being formally designated as an MPO is March 26, 2013. Paul Vogel, City of Mankato, appeared before the Council and reported the cost of the MPO would be split among Mankato, North Mankato, Blue Earth County and Nicollet County and Mankato would be the host agency with two staff members, an Executive Director and a Transportation Director. Planner Fischer reported that no formal action is necessary at this meeting and that the Joint Powers Agreement will be drafted and brought before the Council for approval and submission to MnDOT for forwarding to the Governor's Office for formal designation. If the MPO is organized by October 1, 2012 or soon thereafter, approximately \$18,000 can be immediately appropriated by the State to assist in start-up costs.

Set Public Hearing for Regional Park and Park Legacy Grant Program Application

Planner Fischer reported that as part of the grant application for the Regional Park and Park Legacy Grant Program for Benson Park, it is necessary to set a public hearing to consider submission of the grant application. Planner Fischer reported no local match of the grant funds is required this year; however, preference will probably be given to those communities that participate with matching funds.

He reported that last year the City's grant application proposed matching funds of 40 percent. **Council Member Norland moved, seconded by Council Member Steiner, to set a public hearing for the Regional Park and Park Legacy Grant Program Application for Monday, September 17, 2012 at 7 p.m. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

Interim City Administrator

Introduce Proposed 2013 Budget

Mayor Dehen reported a Council Budget Workshop was held prior to the Council meeting and discussion was held regarding the preliminary tax levy. He read a resolution for the approval of a proposed tax levy in the amount of \$5,512,772, which is a 7.00 percent increase over the prior year. The Mayor reported the budget and levy will be discussed and public comment may be given at a public hearing at 7 p.m. on Monday, December 3, 2012, a public hearing at 7 p.m. on Monday, December 10, 2012, if necessary, and the 2013 Budget and final tax levy will be adopted at the Council meeting of Monday, December 17, 2012. He reported the preliminary tax levy must be certified to Nicollet County on or before September 15th each year. After this date the levy can be lowered but not raised. Council Member Norland commended the staff for being resourceful and frugal.

Res. No. 56-12 Approving Proposed Tax Levy

Council Member Steiner moved, seconded by Council Member Freyberg, to adopt Resolution No. 56-12 approving the proposed tax levy in the amount of \$5,512,772. Vote on the Resolution: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.

Res. No. 57-12 Setting Hearing for Belle House, LLC Request for Reasonable Accommodation

Interim Administrator Fischer presented a resolution prepared by the City Attorney to set a hearing for 7 p.m. on Monday, September 24, 2012 to consider the request for accommodation from Belle House, LLC. This request is to allow housing of not more than eight (8) recovering addicts/alcoholics at 2107 Northridge Drive, North Mankato, Minnesota. Attorney Kennedy reviewed the process for the hearing reporting the hearing will be scheduled for two (2) hours. The applicant shall have a total of one (1) hour to present evidence (including documents, testimony and arguments of counsel or a party) at the hearing. Anyone opposing the application shall have a total of one (1) hour to present evidence (including documents, testimony and arguments of counsel or a party). Anyone wishing to appear at the hearing must give written notice to the City Clerk of North Mankato no later than 4:30 p.m. on September 19, 2012. Anyone wishing to address the City Council at the hearing who has not given written notice in advance will be permitted to testify, submit evidence or argue the matter to the City Council at the discretion of the Mayor. Any such documents shall be submitted with seven (7) copies and shall be submitted no later than 4:30 p.m. on September 19, 2012. The hearing shall be videotaped by the City of North Mankato. Should any party wish to have an electronic reporter or court reporter present they shall be responsible to make such arrangements and pay the costs. At the conclusion of the hearing, the City Council will discuss the matter and take it under consideration. A written decision, along with written findings, will be issued by the City Council no later than September 28, 2012. Any ruling will be signed by a majority of the City Council in attendance at the meeting of September 24, 2012. Attorney Kennedy reported the standard to be applied to this application is as follows: The City must provide for the accommodation if the request is 1) reasonable, 2) necessary, and 3) affords handicapped persons equal opportunity to use and enjoy. The burden is upon the applicant by a preponderance of evidence to prove their request for the accommodation meets the three-part test. **Council Member Steiner moved, seconded by Council Member Norland, to adopt Resolution No. 57-12 Setting Hearing for Belle House, LLC Request for Reasonable Accommodation. Vote on the Resolution: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

Renewal of MRCI WorkSource Agreement for September 1, 2012 through August 31, 2013

Interim Administrator Fischer presented the MRCI WorkSource Agreement for the period September 1, 2012 through August 31, 2013 which calls for a rate increase from \$8.67 to \$8.80 which equates to 1.5 percent. **Council Member Steiner moved, seconded by Council Member Norland, to approve the renewal of the MRCI WorkSource Agreement for September 1, 2012 through August 31, 2013. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

Schools and Conferences

Council Member Steiner moved, seconded by Council Member Norland, to approve actual and necessary expenses for the following schools and conferences:

1. 2012 IBC Transition from the 2006 IBC, Redwood Falls, September 19, for Building Inspectors.
2. 2012 Toward Zero Death Conference, Bloomington, October 22-23, for one Patrol Officer.
3. Missing & Unidentified Persons Conference, Brainerd, October 10-11, Police Lieutenant Detective.
4. Waterworks Seminar, Mankato, October 11, for one Water Serviceman.
5. MRWA Wastewater Training Session, Sleepy Eye, September 6, for Water Superintendent and one Water Serviceman.
6. MRWA Wastewater Exam Refresher Training, St. Cloud, October 9-11, for one Water Serviceman.

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

City Clerk**Application and Permit for Temporary On-Sale Liquor License for Business on Belgrade's Celebration "Bier on Belgrade" on October 6, 2012**

Clerk Gehrke presented an application and permit request for a temporary on-sale liquor license for the Business on Belgrade's celebration "Bier on Belgrade" to be held on October 6, 2012. She reported the necessary insurance is in place. **Council Member Steiner moved, seconded by Council Member Norland to approve the application and permit for temporary on-sale liquor license for Business on Belgrade's celebration "Bier on Belgrade" to be held on October 6, 2012. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

Finance Director**Agreement Between the Minnesota Department of Revenue and City of North Mankato for Collection of Local Sales and Use Tax**

Finance Director Thorne presented an Agreement Between the Minnesota Department of Revenue and the City of North Mankato for Collection of a Local Sales and Use Tax. She reported one of the requirements of the Agreement is for the City of North Mankato to display on its main website home page a link to a notice that residents and businesses in the City of North Mankato may owe a local use tax on purchases of goods and services made outside of the political subdivision limits. **Council Member Norland moved, seconded by Council Member Steiner, to approve the Agreement Between the Minnesota Department of Revenue and City of North Mankato for Collection of Local Sales and Use Tax. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

City Engineer

Engineer Malm reported the Highway 14 Project is on schedule with painting of the south lanes taking place.

Report from Council Members

Council Member Norland

Council Member Norland referenced the motion made at the Council meeting of August 20, 2012 to set a Special Intergovernmental meeting to discuss a regional Economic Development Authority. She read the following in response:

"I strenuously object to moving forward with developing a new EDA for North Mankato.

1. Dumping the Port Authority requires a vote of the Council. Apparently, you already have the City Attorney working on how to take it apart.
2. We should wait to make moves until we get our new Administrator hired. Our past City Administrator led our economic development efforts very successfully using this current system. I hope that the new one brings background that will aid him/her in our economic development work.
3. Why should we throw out a system that has brought 250 new jobs to North Mankato over the last 2-3 years? And saved the jobs that were at Thin Film. (Listed companies and number of employees.)
4. Last, sorry that this will be politically embarrassing for GMG and for its supporters, but I see that GMG would be represented at the meeting. Are you planning on using GMG's services again? May I remind you that for all the \$\$ we sent to GMG for several years of service, we got no development deals at all because of them. Secondly, if you go forward with the meeting at some later date, ask Pat Hentges, flat out, if the City of Mankato has gotten any development deals due to the work of GMG.

I say again, now is not the time to dump the Port Authority."

Attorney Kennedy reported he has been in contact with Kennedy & Graven and they were going to provide the Port Authority bond pros and cons. He has not received this information to date.

Report from Mayor

City Administrator Consideration

Mayor Dehen reported three finalists have been selected for consideration to fill the City Administrator position. He reported 24 applications were received with 16 from Minnesota, 3 from Wisconsin, 2 from Iowa, 1 from Florida, 1 from Michigan and 1 from Washington. Council Member Freyberg suggested the City get signed releases from the top two candidates for background investigations and add those candidates into an expanded search. Mayor Dehen reported background investigations are done only after offering the position contingent upon passing the background check. Discussion was held about the makeup of the Expanded Personnel Committee and it was suggested that an Auditor be added. The Mayor recommended keeping the current finalists for consideration and reopening the search allowing 30 days for advertising of the position and 30 days for interviewing and selection. **Council Member Freyberg moved, seconded by Council Member Steiner, to 1) return the three finalists for consideration, 2) re-open the search for a City Administrator, 3) add an Auditor to the Expanded Personnel Committee and 4) set a timeline to select three finalists within 60 days. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen; aye; no nays.** The Mayor requested the three finalists be notified the search is being re-opened and their applications will

be returned for consideration.

Intergovernmental Committee Minutes of August 9, 2012

Mayor Dehen reviewed the minutes of the Intergovernmental Committee meeting of August 9, 2012. The noise from Riverfront Park was discussed, Mayor Dehen requested the use of ID scanners for the Bier on Belgrade event, and discussion was held about the Region 9 EDA. Council Member Norland stated that Region 9 has a revolving loan fund available for small businesses.

“Mud Run” Water Truck Request

Mayor Dehen reported the “Mud Run” will be held on Saturday, September 22, 2012 with an expected participation of 855 versus 400 participants last year. He requested Council approval for the use of the City water truck at the “Mud Run.” **Council Member Schindle moved, seconded by Council Member Norland, to authorize use of the City’s water truck for the “Mud Run.” Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

Coffee with the Council

The Mayor reported “Coffee with the Council” will be held from 10 a.m. to 11 a.m. on Saturday, September 8, 2012 at the new Art Park located at 406 Cross Street.

Open the Meeting to the Public for the Second Time

Barbara Church, 102 E. Wheeler Avenue

Barbara Church, 102 E. Wheeler Avenue, appeared before the Council and asked to be notified if the Marigold 2.5 Project is an agenda item for the September 11, 2012 Port Authority meeting.

Kim Spears, 916 South Avenue

Kim Spears, 916 South Avenue, appeared before the Council and asked how much the City receives annually in transportation funds. Engineer Malm reported the amount of transportation funds received annually depends on the projects. He reported all cities eligible for MSA funds may apply for the funds. Mr. Spears also asked about the MPO and who will be doing the work. Interim Administrator Fischer reported the MPO will create the work plan and funds may only be used for planning and the study would require Council approval.

Bills and Appropriations

Council Member Steiner moved, seconded by Council Member Norland, to approve all bills and appropriations in the amounts of \$22,634.70 and \$467,799.61. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen aye; no nays. Motion carried.

There being no further business, the meeting was adjourned at 8:37 p.m. on a motion by Council Member Steiner, seconded by Council Member Norland. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.

Mayor

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #8	Department: City Planner	Council Meeting Date: 9/17/12																																	
TITLE OF ISSUE: Public Hearing, 7 p.m. - Regional Park and Legacy Grant Program Application, Res. Authorizing Regional Park and Park Legacy Grant Program Application																																			
BACKGROUND AND SUPPLEMENTAL INFORMATION: <p>As part of the process to submit a Parks Legacy Grant, it is necessary to hold a public hearing to obtain comment. Through one application, it is an option to apply for both the Park Legacy and the Regional Park Grant programs, both administered by the DNR. To advance development of Benson Park in accordance to the Benson Park Plan, staff is prepared to submit an application to obtain funding for the following projects:</p> <ul style="list-style-type: none"> Rolling Hills Habitat Underground Improvements Woodland Habitat Wildflower Demonstration Area Fishing Pier North Parking Lot <p>The total cost of these improvements is estimated at \$827,900. While the Regional Park Grant program requires a 40 percent match, the Park Legacy program requires no match, however, additional consideration is given to applicants who provide a cash match. Staff recommends a 40 percent match of \$331,160 for the Regional Park Grant and a 50 percent match of \$413,950 for the Park Legacy Grant application.</p> <p style="text-align: right; font-style: italic;">If additional space is required, attach a separate sheet</p>																																			
REQUESTED COUNCIL ACTION: Adopt resolution																																			
For Clerk's Use: Motion By: _____ Second By: _____ <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">Vote Record:</td> <td style="width: 10%; text-align: center;">Aye</td> <td style="width: 10%; text-align: center;">Nay</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Vote Record:	Aye	Nay			_____	_____	Norland		_____	_____	Schindle		_____	_____	Freyberg		_____	_____	Steiner		_____	_____	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> <p>Other (specify) _____</p> <p style="text-align: right;">Notice of Public Hearing Affidavit of Publication</p> <p>_____</p> <p>_____</p> <p>_____</p>	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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NOTICE OF PUBLIC HEARING
ON REGIONAL PARK AND PARK LEGACY GRANT PROGRAM
APPLICATION

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 17th day of September, 2012, to hold a public hearing to consider submission of a grant application for the development of Benson Park.

Such persons as desire to be heard with reference to the proposed grant application will be heard at this meeting.

Dated this 6th day of September 2012.

Nancy Gehrke, CMC
City Clerk
City of North Mankato, Minnesota

September 6, 2012
NOTICE OF PUBLIC HEARING
ON REGIONAL PARK AND PARK
LEGACY GRANT
PROGRAM APPLICATION
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 17th
day of September, 2012, to hold a
public hearing to consider submis-
sion of a grant application for the
development of Benson Park.
Such persons as desire to be heard
with reference to the proposed
grant application will be heard at
this meeting.
Dated this 6th day of September
2012.
Nancy Gehrke, CMC
City Clerk
City of North Mankato, Minnesota

AFFIDAVIT OF PUBLICATION

State of Minnesota, ss.
County of Blue Earth

James P. Santori, being duly sworn, on oath says
that he is the publisher or authorized agent and
employee of the publisher of the newspaper known
as The Free Press and The Land, and has full knowl-
edge of the facts which are stated below:

(A) The newspaper has complied with all of the
requirements constituting qualification as a legal
newspaper, as provided by Minnesota Statute
331.02, 331.06, and other applicable laws, as
amended.

(B) The printed _____ Notice _____

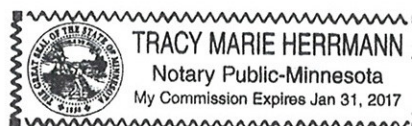
which is attached was cut from the columns of said
newspaper, and was printed and published once
each week, for 1 successive weeks; it was first
published on Thursday, the 6 day of
September, 2012, and was thereafter
printed and published on every Thursday to
and including Thursday, the 6 day
of September, 2012; 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 composi-
tion and publication of the notice:

abcdefghijklmnopqrstuvwxyz

By: James P. Santori
Publisher

Subscribed and sworn to before me on this 6
day of September, 2012.

Tracy Marie Herrmann
Notary Public



RESOLUTION AUTHORIZING
REGIONAL PARK AND
PARK LEGACY GRANT PROGRAM APPLICATION

WHEREAS, the City of North Mankato acts as legal sponsor for the project contained in the Regional Park and Park Legacy Grant Program application to be submitted before the 28th day of September 2012 and the Mayor is hereby authorized to apply to the Department of Natural Resources for funding of this project on behalf of the City of North Mankato; and

WHEREAS, the City of North Mankato has the legal authority to apply for financial assistance, and financial capability to meet the match requirement and ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life; and

WHEREAS, the City of North Mankato has not incurred any development costs described on Item 4 and has not entered into a written purchase agreement to acquire any property as part of the project; and

WHEREAS, upon approval of its application by the State, the City of North Mankato may enter into an agreement with the State of Minnesota for the above-referenced project and 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 outdoor recreation uses into perpetuity;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO that the Mayor is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

Adopted by the City Council this 17th day of September 2012.

Mayor

City Clerk

THESE ARE DRAFT MINUTES AND NOT YET APPROVED BY THE BOARD

OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS OF THE
COUNTY OF NICOLLET
September 11, 2012

The Nicollet County Board of Commissioners met in special session on Tuesday, September 11, 2012 at 9:00 a.m. with Chair Dr. Bruce Beatty presiding. Commissioners David Haack, Marie Dranttel, James Stenson, and Jack Kolars were present. Also present were County Attorney Michelle Zehnder Fischer, Interim County Administrator Bridgette Kennedy, Deputy Auditor-Treasurer Jaci Kopet, and Recording Secretary Margo Brown.

Upon a motion by Commissioner Haack and seconded by Stenson, it was moved to approve the minutes of the August 28, 2012 Board meeting. The motion carried unanimously.

Upon a motion by Commissioner Stenson and seconded by Kolars, it was moved to approve the County bills as presented. On a roll call vote, all Commissioners voted yes and the motion carried unanimously.

Social Services Director Joan Tesdahl appeared before the Board to request approval of the Social Services bills. Upon a motion by Commissioner Kolars and seconded by Haack, it was moved to approve the Social Services bills as presented. On a roll call vote, all Commissioners voted yes and the motion carried unanimously.

Human Resources Director Jamie Haefner addressed the Board with a replacement hiring:

Sheriff David Lange has hired Derrek Harju to fill the position of 911 Dispatcher vacated by Anita Brenke. Mr. Harju will begin his duties on September 13, 2012 at a salary of \$15.43 per hour, which is pay step 3 of pay grade 12.

Ms. Haefner also provided information about several new position hirings:

County Attorney Michelle Zehnder Fischer has hired Jennifer Cooklock to fill the Assistant County Attorney position. Ms. Cooklock began her duties on August 28, 2012 at a salary of \$49,500 annually.

Probation Director Richard Molitor has hired current Temporary Probation Agent, Lydia Fall, for the position of Probation Agent/ Truancy Liaison. Ms. Fall began her duties on September 4, 2012 at a salary of \$18.10 per hour, which represents a salary on the State Corrections Agent Scale.

Human Resources Director Haefner provided information about several end of probation requests and asked that the Board consider approval of those requests:

Sheriff David Lange has submitted an end of probation request for Temporary Correctional Officer Orin Johnson, effective September 12, 2012.

Public Health Director Mary Hildebrandt has submitted an end of probation request for Public Health Nurse/Waiver Case Manager Caroline Meyer, effective August 29, 2012.

Upon a motion by Commissioner Haack and seconded by Stenson, it was moved to accept the recommendation of the Human Resources Director and approve the end of probation requests for:

Sheriff's employee Orin Johnson, Temporary Correctional Officer, effective September 12, 2012

Public Health employee Caroline Meyer, Public Health Nurse/Waiver Case Manager, effective August 29, 2012.

The motion carried unanimously.

Sheriff's Chief Deputy Karl Jensen appeared before the Board to request consideration to transfer some equipment to another governmental agency. He noted that Nicollet County no longer has use for most of the VHF radio equipment and it could be transferred to another agency for a nominal fee. Upon a motion by Commissioner Stenson and seconded by Kolars, it was moved to accept the recommendation of the County Sheriff and authorize him to transfer some of the unusable VHF equipment to another governmental agency for a nominal fee. On a roll call vote, all Commissioners voted yes and the motion carried unanimously.

Public Works Director Seth Greenwood addressed the Board to discuss issues relating to the formation of a Metropolitan Planning Organization (MPO). The Mankato/North Mankato area has exceeded the 50,000 population threshold and would therefore need to establish a Metropolitan Planning Organization, to be eligible for any future federal transportation funding. This would be a joint powers board and would require a Policy Board, Technical Advisory Panel and a Transit Plan. Members of other MPO's in the State/area will be invited to attend meetings to help in the establishment of this organization. Many of the funds to operate the MPO will be obtained through grants. The group working on the establishment of this organization has noted that the model of Janesville, Wisconsin might be used to establish the local plan. He provided additional information relating to the summary of what the group is proposing for membership, work plan, operating budget, and costs to participating members. This issue and the proposed joint powers agreement will be reviewed at a future meeting.

Mr. Greenwood provided a brief update on the progress of construction on Highway 25.

At this time, Chair Beatty closed the meeting to the public in order to discuss Attorney/Client Privilege information, as per the Minnesota Open Meeting Law. Following discussion the meeting was reopened to the public.

Interim County Administrator Bridgette Kennedy addressed the Board to request consideration of the resolution setting the initial levy for 2013. She provided copies of the proposed resolution and noted that the levy can be decreased after adoption of this resolution, but not increased. Upon a motion by Commissioner Dranttel and seconded by Kolars, it was moved to accept the recommendation of the Interim County Administrator and adopt the resolution setting the initial levy for Nicollet County for 2013. On a roll call vote, all Commissioners voted yes and the motion carried unanimously.

RESOLUTION TO ADOPT THE 2013 INITIAL LEVY FOR NICOLLET COUNTY

WHEREAS, the 2013 Nicollet County Budget Committee, consisting of Commissioners Marie Dranttel and Dr. Bruce Beatty, County Auditor-Treasurer and Interim

County Administrator Bridgette Kennedy, and Human Resources Director/Assistant to the Administrator Jamie Haefner, met on several occasions throughout 2012 to develop the 2013 Nicollet County Initial Budget and Levy; and

WHEREAS, the 2013 Nicollet County Initial Budget and Levy was prepared with the input of all County Board Members and Nicollet County Department Heads; and

WHEREAS, to be in compliance with Minnesota State Law, the 2013 Initial Levy must be adopted on or before September 15, 2012, and

WHEREAS, Nicollet County anticipates significant reductions in State revenue for 2013, and for this reason, must set the County Levy at an amount that will provide for the needs of the citizens of the County.

NOW THEREFORE, BE IT RESOLVED that on September 11, 2012, following discussion, the Nicollet County Board does hereby adopt the 2013 Initial Levy for Nicollet County in the amount of \$ 16,363,101.

NOW, THEREFORE BE IT FURTHER RESOLVED that the Nicollet County Board of Commissioners does hereby establish Monday, December 10, 2012 at 6:30 p.m. as the designated meeting to discuss the 2013 proposed County Levy and Budget and to allow public input regarding these items. The 2013 Final County Levy and Budget will be adopted at the Tuesday, December 11, 2012 regular County Board meeting.

Deputy Auditor-Treasurer Jaci Kopet addressed the Board to request that they set a hearing date for consideration of annual ditch maintenance levy hearing. Upon a motion by Commissioner Kolars and seconded by Dranttel, it was moved to accept the recommendation of the Auditor-Treasurer's Office and set the date of October 23, 2012 at 10:30 a.m. for a hearing regarding maintenance of several ditches. The motion carried unanimously.

Interim County Administrator's report included information about the following items/meetings:

- Information on a proposed new TIF district
- Joint Meeting with Brown County in New Ulm on September 12
- September 25 – joint meeting with Sibley County
- Flu shots for employees scheduled for September 25th at the Government Center and September 28th at the North Mankato Services Building
- September 21– Board Workshop at the North Mankato Services Building
- Budget Workshop on September 26 at 10:00 a.m.

The Chair provided information on the following:

- Noted several upcoming meetings

The Commissioners reported on various past and future activities/meetings, including:

Commissioner Jack Kolars

- Noted several meetings he had attended

Commissioner James Stenson

- Attended several meetings and noted that August 31st was the last day for applications for County Administrator and the process for this replacement position will continue in the near future.

Commissioner David Haack

- No report

Commissioner Marie Dranttel

- No report

Upon a motion by Commissioner Kolars and seconded by Haack, it was moved to approve the expenses and per diems for the meetings noted above during the Commissioner reports and/or listed on the Claims Listing, and authorize payment of those expenses and per diems by the Auditor-Treasurer's Office. The motion carried unanimously.

Upon a motion by Commissioner Haack and seconded by Dranttel, it was moved to adjourn the meeting at 10:05 a.m. The motion carried unanimously.

The County Board convened at 10:30 a.m. as the Ditch Authority and considered a number of hearings on county ditches.

County Ditch 13A – There was one (1) citizen present to hear issues relating to this ditch. Upon a motion by Commissioner Stenson and seconded by Dranttel, it was moved to accept the recommendation of the County Auditor-Treasurer and place a 30% lien on County Ditch 13A, based on original benefits, to be paid back over a period of two (2) years at 4% interest, beginning in the year 2013 at a rate of \$0 - \$500 in one year (2013) or \$501 and over in two years (2013 & 2014) – if not prepaid. The motion carried unanimously.

County Ditch 16A – There was one (1) citizen present to hear issues relating to this ditch. Upon a motion by Commissioner Beatty and seconded by Dranttel, it was moved to accept the recommendation of the County Auditor-Treasurer and place a 35% lien on County Ditch 16A, based on original benefits, to be paid back over a period of two (2) years at 4% interest, beginning in the year 2013, at a rate of \$0 - \$500 in one year (2013) or \$501 and over in two years (2013 & 2014) – if not prepaid. The motion carried unanimously.

County Ditch 32A – There were no citizens present to hear issues relating to this ditch. Upon a motion by Commissioner Dranttel and seconded by Stenson, it was moved to accept the recommendation of the County Auditor-Treasurer and place a 40% lien on County Ditch 32A, based on original benefits, to be paid back over a period of two (2) years at 4% interest, beginning in the year 2013, at a rate of \$0 - \$500 in one year (2013) or \$501 and over in two years (2013 & 2014) – if not prepaid. The motion carried unanimously.

County Ditch 47A – There were two (2) citizens present to hear issues relating to this ditch. Upon a motion by Commissioner Beatty and seconded by Stenson, it was moved to accept the recommendation of the County Auditor-Treasurer and place a 50% lien on County Ditch 47A, based on original benefits, to be paid back over a period of two (2) years at 4% interest, beginning in the year 2013, at a rate of \$0 - \$500 in one year (2013) or \$501 and over in two years (2013 & 2014) – if not prepaid. The motion carried unanimously.

County Ditch 48A – There were two (2) citizens present to hear issues relating to this ditch. Upon a motion by Commissioner Stenson and seconded by Dranttel, it was moved to accept the recommendation of the County Auditor-Treasurer and place a 300% lien on County Ditch 48A, based on original benefits, to be paid back over a period of two (2) years at 4% interest, beginning in the year 2013, at a rate of \$0 - \$500 in one year (2013) or \$501 and over in two years (2013 & 2014) – if not prepaid. The motion carried unanimously.

County Ditch 77 – There was two (2) citizens present to hear issues relating to this ditch. Upon a motion by Commissioner Beatty and seconded by Stenson, it was moved to accept the recommendation of the County Auditor-Treasurer and place a 15% lien on County Ditch 77, based on original benefits, to be paid back over a period of two (2) years at 4% interest, beginning in the year 2013, at a rate of \$0 - \$500 in one year (2013) or \$501 and over in two years (2013 & 2014) – if not prepaid. The motion carried unanimously.

County Ditch 77- Lateral 2 - There were three (3) citizens present to hear issues relating to this ditch. Upon a motion by Commissioner Beatty and seconded by Dranttel, it was moved to accept the recommendation of the County Auditor-Treasurer and place a 50% lien on County Ditch 77 – Lateral 2, based on original benefits, to be paid back over a period of two (2) years at 4% interest, beginning in the year 2013, at a rate of \$0 - \$500 in one year (2013) or \$501 and over in two years (2013 & 2014) – if not prepaid. The motion carried unanimously.

County Ditch 78 – There were four (4) citizens present to hear issues relating to this ditch. Upon a motion by Commissioner Stenson and seconded by Dranttel, it was moved to accept the recommendation of the County Auditor-Treasurer and place a 30% lien on County Ditch 78, based on original benefits, to be paid back over a period of two (2) years at 4% interest, beginning in the year 2013, at a rate of \$0 - \$500 in one year (2013) or \$501 and over in two years (2013 & 2014) – if not prepaid. The motion carried unanimously.

County Ditch 81 – There were no citizens present to hear issues relating to this ditch. Upon a motion by Commissioner Beatty and seconded by Stenson, it was moved to accept the recommendation of the County Auditor-Treasurer and place a 100% lien on County Ditch 81, based on original benefits, to be paid back over a period of two (2) years at 4% interest, beginning in the year 2013, at a rate of \$0 - \$500 in one year (2013) or \$501 and over in two years (2013 & 2014) – if not prepaid. The motion carried unanimously.

Upon a motion by Commissioner Kolars and seconded by Stenson, it was moved to adjourn the meeting of the Ditch Authority at 11:45 a.m. The motion carried unanimously.

RESOLUTION NO.

RESOLUTION APPROVING DONATIONS/CONTRIBUTIONS

WHEREAS, the Minn. Stat. 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 are approved as follows:

Donor of Gift	Restriction on Gift	Amount
North Mankato Firefighters Relief Assn	North Mankato Police Reserve	\$150.00

Adopted by the City Council this 17th day of September 2012.

Mayor

City Clerk

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 95 -2012 SHELTER: SLP #1 FEE: 80.00

TYPE OF EVENT: Company Picnic DATE VALID: Oct 5, 2012 HOURS: 4pm-8pm

ORGANIZATION: MTU Onsite Energy SIZE: 400

APPLICANT NAME: Erik Stenersen

ADDRESS: 100 Power Dr. CITY: Mankato

ZIP: _____ DAYTIME PHONE #: 514-3491

TENTS: NO ELECTRICITY: yes ALCOHOL: yes

If keg beer, a \$250 deposit and \$25 fee are required.

AUDIO DEVICES: microphone + speakers for
Amplified music or band requires Council approval prize announcement

OTHER: _____

PERMIT APPROVED: _____

DATE: 9-13-12

PERMIT DENIED: _____

REFER TO COUNCIL: ✓

Nancy Gehrke by VS
City Clerk

The following rules and regulations have been set by the City Code which apply to all parks and are enforced:

PROHIBITED

- * Vehicles are not allowed to be parked or driven on the grass for any reason unless permission is given from the Park Department.
- * Pets (Allowed in Benson Park and Bluff Park only. Must be on a 6' leash).
- * Glass containers.
- * Bonfires.
- * Snowmobiles, ATVs, golfing, swimming, boating and motorized flotation devices.
- * Audio equipment may not be played so loud as to interfere with the reasonable use of the park by others. All audio devices shall end at 8 p.m.

ALLOWED

- * Personal grills may be brought in.
- * Keg beer is allowed only with a permit.
- * Fishing/Ice fishing on Ladybug Lake and Spring Lake only.
- * Non-motorized canoes and kayaks on Ladybug Lake and Spring Lake. Children under 12 must be accompanied by an adult. Flotation device required.
- * Hog roasts are allowed in the parks on hard-surfaced lots only.

I, the undersigned, understand that the park shelter reservation fee is NOT a deposit and is NOT refundable for any reason other than inclement weather making it impossible to hold a picnic. Cancellation of this park shelter reservation will NOT result in a refund of the fee. **If prior approval is not obtained for the installation of additional tents or stakes and causes disruption of utility services, I agree to be held liable for any repairs to service lines.**

SIGNED: [Signature]
Applicant

9/13/12
Date

For Office Use Only

Receipt # 102207

✓ Book

 Park

 Police

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #14A	Department: Int. City Admin.	Council Meeting Date: 9/17/12																											
TITLE OF ISSUE: Res. Approving Change Order No. 1 for Project No. 12-02ABC, Caswell North Soccer Fields																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is a letter from the project engineer for the Caswell North Soccer Fields requesting a Change Order in the amount of \$8,804.69.																													
<i>If additional space is required, attach a separate sheet</i>																													
REQUESTED COUNCIL ACTION: Adopt resolution																													
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>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Norland	_____	_____	Schindle	_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Dehen	<div style="text-align: center; border-bottom: 1px solid black; margin-bottom: 10px;"> SUPPORTING DOCUMENTS ATTACHED </div> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input 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> <div style="margin-top: 10px;"> Other (specify) <u>Change Order No. 1</u> _____ _____ _____ _____ </div>	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 APPROVING CHANGE ORDER NO. 1
FOR PROJECT NO. 12-02ABC
CASWELL NORTH SOCCER FIELDS

WHEREAS, the City of North Mankato has a contract with Dirt Mechanic, Inc., for the drainage work at the Caswell North Soccer Fields; and

WHEREAS, the City of North Mankato has proposed the need for Change Order No. 1 to the above-identified project to provide for changes to structures in and under future parking lot, adding storm structures that will be the future permanent catch basins versus temporary inlets for an increase of \$8,804.69 to the contract;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that Change Order No. 1 is approved.

Adopted by the City Council this 17th day of September 2012.

Mayor

City Clerk

Change Order

No. 1

Date of Issuance: 9/7/2012

Effective Date: 9/7/2012

OWNER City of North Mankato

CONTRACTOR Dirt Merchant Inc.

Contract: Caswell North Soccer - Drainage Work

Project: Caswell North Soccer - Drainage Work

OWNER'S Contract No.: _____

ENGINEER'S Contract No.: 11741

ENGINEER I&S Group

Description: See attached change order from Dirt Merchant. Changes to structures in and under future parking lot, adding storm structures that will be the future permanent catch basins versus temporary inlets. This will save in excavation costs in future phases.

Attachments: Completed Work

Original Contract Price	
\$	<u>190,063.80</u>
Net Increase (Decrease) from previous Change Orders No. ___ to ___:	
\$	<u>-</u>
Contract Price prior to this Change Order:	
\$	<u>190,063.80</u>
Net Increase (Decrease) of this Change Order:	
\$	<u>8,804.69</u>
Contract Price with all approved Change Orders:	
\$	<u>198,868.49</u>

Original Contract Times:	
Substantial Completion:	
Ready for final payment:	
Net change from previous Change Orders No. ___ to No. ___:	
Substantial Completion:	
Ready for final payment:	
Contract Times prior to this Change Order:	
Substantial Completion:	
Ready for final payment:	
Net increase (decrease) this Change Order:	
Substantial Completion:	
Ready for final payment:	
Contract Times with all approved Change Orders:	
Substantial Completion:	
Ready for final payment:	

Recommended:

Approved:

Accepted:

By: CLB

By: _____

By: B. B. B.

ENGINEER (Authorized Signature)

OWNER (Authorized Signature)

CONTRACTOR (Authorized Signature)

Date: 9-7-12

Date: _____

Date: 9-7-12



1000 1st Avenue SW
Suite 100
Mankato, MN 56002
507.835.1234
www.isgroup.com

1000 1st Avenue SW, Suite 100, Mankato, MN 56002

September 10, 2012

City of North Mankato City Council
1001 Belgrade Avenue
P.O. Box 2055
North Mankato, MN 56002-2055

Re: Bids for Caswell North Soccer Complex

Ladies and Gentlemen:

Per the request of the City of North Mankato staff, a change order has been requested for portions of the Caswell North Soccer Complex project. Site Work, Drainage Work and Irrigation and Electrical Work are all in process and scheduled for completion in September, 2012 as planned. As part of the drainage work, we designed some structures as temporary drop inlets. To save cost and excavation when the parking lot is constructed and to avoid paying for structures twice, it was requested that the permanent structures be installed. The attached change order accounts for this including replacing one HDPE pipe to a concrete storm pipe under the parking area as requested by City Staff. The total for the change order is \$8,804.69. No other change orders are anticipated at this time for the project.

Please contact us with any questions or comments.

Sincerely,

Chuck J. Brandel, P.E.

Enclosure



CITY OF NORTH MANKATO

OFFICE OF
CITY ATTORNEY

MICHAEL H. KENNEDY
CHRISTOPHER M. KENNEDY

REPLY TO:
99 NAVAHO AVENUE, SUITE 104
P.O. Box 3223
MANKATO, MN 56002-3223
TELEPHONE 507-345-4582
FAX 507-345-1010

September 12, 2012

Mr. Michael Fischer
Interim City Administrator
City of North Mankato
1001 Belgrade Avenue
P.O. Box 2055
North Mankato, MN 56002-2055

By E-mail

Re: North Mankato Port Authority Commission

Dear Michael:

I am enclosing two documents. The first is a Memorandum received from Jenny Boulton of Kennedy & Graven. They are bond counsel for the City of North Mankato. I posed a number of questions regarding the Port Authority to which she has responded in some detail.

I am also enclosing a Memorandum drafted by Eileen Wells, City Attorney for Mankato on Paul Vogel dealing with some of the same issues. The memorandum was created in anticipation of tonight's joint EDA meeting. I am forwarding a copy of these documents to Mayor Dehen so that he has them prior to the meeting this evening as well. The Memorandum from Ms. Boulton should be put in the packet of materials going to council members for Monday night's council meeting. If you have any questions regarding these matters please let me know.

Sincerely,

KENNEDY & KENNEDY

Michael H. Kennedy
MHK(dh)

Enclosures

cc: Mr. Mark Dehen, Mayor, City of North Mankato





Offices in 470 U.S. Bank Plaza
Minneapolis 200 South Sixth Street
Minneapolis MN 55402
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St. Cloud www.kennedy-graven.com
Affirmative Action Equal Opportunity Employer

MEMORANDUM

TO: Mike Kennedy, City Attorney, North Mankato
FROM: Jenny Boulton
DATE: September 11, 2012
RE: Bond-related Benefits of Maintaining Port Authority

You have indicated that the City of North Mankato is considering the possibility of restructuring or discontinuing use of its Port Authority. There are several options available to cities for establishing entities for economic development, redevelopment and housing purposes. You have asked me to highlight some of the distinctions among the different options and address certain other questions raised by options being considered from a bond counsel perspective.

A. Comparison of Powers Generally

While Housing and Redevelopment Authorities ("HRAs") and Economic Development Authorities ("EDAs") can be established simply by following the statutory provisions, Port Authorities only exist (with limited exceptions) pursuant to special legislation and consequently, are not available in all cities. Minnesota Statutes, Section 469.079 (the "Enabling Law") authorizes the establishment of the North Mankato Port Authority Commission (the "NMPAC"). EDAs and the NMPAC both have the authority to exercise HRA powers (in addition to EDA or Port Authority powers). In contrast, HRAs have neither EDA nor Port Authority powers and, consequently, are somewhat more limited in their powers.

B. Comparison of Bonding Powers

HRAs, EDAs and Port Authorities are all granted the power to issue bonds under Minnesota law and also, for purposes of Federal tax law, possess the characteristics of governmental entities with the ability to issue such bonds as exempt from Federal income taxes. There has been some discussion of a regional development group as a possible alternative to the NMPAC. That could be in the form of a county or multi-county HRA or a county EDA both of which are authorized under Minnesota law and have powers similar to city HRAs and EDAs and, consequently, the power to issue tax exempt bonds. It is also possible to have some sort of joint powers entity that would have powers common to the member entities, including the power to issue certain bonds. It is not necessarily the case that some other type of regional economic development authority would have the characteristics of a governmental entity with the ability to issue tax exempt bonds. The ability to issue bonds gives a development entity a greater means of carrying out its development goals and spreading the cost over the duration of the financing. The ability to issue tax exempt bonds gives a development entity the ability to finance projects at a lower interest cost.

One significant distinction between Port Authorities and HRAs or EDAs is the ability to issue general obligation bonds ("GO Bonds") without an election. EDAs do not have the authority to issue GO Bonds without an election and HRAs only have that power to finance a housing facility for the elderly or for families whose income is not greater than 80% of the area median income. The ability of Port Authorities to issue GO Bonds is much broader for public facilities and infrastructure in designated "industrial development districts". GO Bonds allow a city to provide a pledge of the city's taxing authority to the payment of the bonds. This acts as a sort of credit enhancement that makes the bonds more marketable and, consequently, allows for financing at a lower interest cost. Although such GO Bonds are issued by the Port Authority, the City Council must approve the issuance and the terms of the GO Bonds because the city's taxing authority is pledged.

C. City Council Control of Port Authority

The question has also been raised whether the City Council has adequate control over the NMPAC. Minnesota Statutes, Section 469.079 (the "Enabling Law") establishes a 7-member board for the NMPAC to be appointed by the City. Pursuant to Section 32.30 of the City Code, at least 2 of the 7 board members must be City Council members. There is nothing in Minnesota Statutes, Sections 469.048 to 469.068 (the "Port Authority Law") or the Enabling Law that would prohibit a greater number of Council members from being NMPAC commissioners; however, this may make it difficult to maintain the 6-year staggered terms provided for under Minnesota Statutes, Section 469.050, Subd. 4 and probably requires further analysis if the City Council seeks to establish itself as the majority of the NMPAC board. The City Council has the ability to remove any NMPAC board member upon a 4/5 vote pursuant to Section 32.30 of the City Code and there is nothing in the Port Authority Law or the Enabling Law that otherwise limits such removal.

In addition to the City Council's control over the membership of the NMPAC board, the City Council must approve any increase in the NMPAC's levy, the establishment of tax increment financing districts, any transfer of City property to the Port Authority and, as discussed above, the issuance of any general obligation bonds.

D. Concerns Regarding Dissolution of Port Authority

Finally, the question has been raised about the consequences of dissolution of the NMPAC. An outright dissolution of the NMPAC would be problematic both in the administration of existing tax increment financing ("TIF") districts and with respect to outstanding bonds.

While there is a statute authorizing cities to transfer control of Municipal Development Districts to HRAs (and thus to EDAs exercising HRA powers and Port Authorities, such as the NMPAC, with HRA powers) there is not a similar provision for transferring administration of Port Authority Industrial Development Districts back to cities. TIF districts are established within underlying development districts which determine which authority is responsible for administration of such TIF districts. Dissolution of the NMPAC would potentially leave existing TIF districts in a sort of limbo without a controlling authority. There may be a way to resolve

that concern by following the procedure for modifying a TIF district but it is not clear under the law.

The authority to issue Port Authority bonds is unique to Port Authorities and the bonds of NMPAC are the obligations of that entity and it must remain in existence as long as any of the bonds it has issued remain outstanding.

If you have any further questions, please feel free to give me a call.

**CITY OF MANKATO
INTER-OFFICE COMMUNICATION**



TO: Pat Hentges, City Manager

FROM: Eileen Wells, City Attorney

DATE: September 7, 2012

SUBJECT: Process and authority to create a Joint EDA with North Mankato

Currently, there is no statutory authority to establish a joint EDA between the cities of Mankato and North Mankato. All Minnesota cities are authorized to create an EDA by Minnesota Statutes §469.003. The City of Mankato established an EDA and the powers of Mankato's HRA were transferred to the EDA. North Mankato has a Port Authority to promote commerce within the city, and an HRA to provide public housing services within the city.

The Cities of Mankato and North Mankato could seek special legislation to be allowed to create a joint EDA. The powers of a joint EDA can be limited so that it can work in complement to the existing EDA and Port Authority or it could be enabled to provide development activities for both cities with each City Council providing approval for funding and projects.

In the short term, a Joint Powers Agreement under Minnesota Statutes §471.59 could be prepared and executed. The agreement would allow Mankato and North Mankato to cooperatively exercise any power that is common to each city. The agreement could provide for the consolidation of functions and activities, standardized guidelines and policies. The agreement should also identify the activities to be undertaken by the Joint EDA, provide for the process of appointing a board, designating an Executive Director and determining which issues will be decided at the Board level and which issues will need to be referred to the individual City Councils for action.

Background - Mankato & North Mankato Economic Development Activities

City of North Mankato

- ✓ The City of North Mankato operates as a Port Authority under MN Statutes 469.048 to 469.068. Special legislation enabled North Mankato to establish a port authority. 7 members serve on the port authority and only two are members of the City Council.
 - North Mankato still operates a separate HRA for Koppen Towers. Members are appointed by Council.
 - Port Authority is audited as a discretely presented component unit as a governmental fund type.
- ✓ A port authority is a separate political entity (body politic) with the right to sue and be sued and is generally organized to promote commerce in a city. Unlike EDA's and HRA's, a Port Authority may issue general obligation bonds without holding an election and the powers of the port authority may not be limited upon establishment, similar to an EDA.

City of Mankato

- ✓ The City of Mankato operates as an Economic Development Authority under MN Statutes 469.090 to 469.1082. The powers of the Housing and Redevelopment Authority were transferred to the EDA per MN Statutes 469.091 and by approval of HUD. The City Council serves as the EDA.
 - HRA related activities manage 179 public housing units and 444 Section 8 vouchers.
 - EDA activities are reported and audited as part of the City financial audit. Considered part of the primary governmental structure for auditing purposes and for practical purposes is audited as a department of the City. Council has budgetary oversight.
 - EDA uses guidelines that are approved by the City Council for reviewing incentives. Guidelines contain standards for job creation, required wages, level of investment, standards for loan review, and eligible domains (business sectors and targeted redevelopment areas) for use of incentives.
- ✓ An economic development authority has some of the powers of a port authority and all the powers of an HRA. It is not a body politic. The City Council through the enabling resolution may impose limits on the EDA powers. Any city is enabled to form an EDA per MN Statutes 469.090 through 469.1081
- ✓ The City of Mankato also provides economic development staff support to the Blue Earth County EDA. Blue Earth County formed an EDA per MN Statutes 469.1082. The City of Mankato has also entered into management contract to administer Blue Earth County HRA related activities, including management, fiscal oversight, and maintenance of housing units.
 - City of Mankato manages 84 public housing units and 72 Section 8 vouchers for Blue Earth County.
- ✓ The City of Mankato is a partner in the Regional Economic Development Alliance along with Blue Earth County and the cities of St. Peter, LeSueur, Eagle Lake, Lake Crystal, and Madison Lake.
 - REDA, through GMG, provides individual city and regional information to businesses interested in the marketplace.
 - Alliance also addresses the non-compete issues for embedded businesses already in the marketplace and coordinates requests for site proposals for all members. Small business assistance is also coordinated with the Business Accelerator and Small Business Development Center.
 - REDA is recognized point of contact for referrals from DEED.

Short Term Opportunities

✓ Coordination of Public Housing Authorities – Future of Cooperation Encouraged by HUD

- HUD is encouraging local public housing authorities (PHA's) to enter into management contracts, consolidate (merge) or form a consortium to streamline operations, reduce paperwork, and to save money on staff/overhead.
- Reasons for cooperation:
 - Reduced duplication of staff. It is difficult for small PHAs to recruit and train an Executive Director familiar with federal regulations required for the management of public housing and the capital fund program. These regulations include Labor Standards and Davis Bacon, Community Service, Section 3, Fair Housing, UPSC Inspection Standards, lead hazard control, procurement and contract management, environmental review, asset management, physical needs assessment, as well as lease compliance and tenant/landlord law.
 - Sharing trained and experienced staff reduces cost. Merged PHAs can also contract for goods and services at reduced costs.
- Joint HRA's are enabled under MN Statutes 469; however, the joint HRA has other powers besides management of public housing activities, such as initiating redevelopment projects.
- Management contracts may be entered into between two or more public housing agencies. Agreement between City of Mankato and Blue Earth County is an example. However, two PHA plans still required.
- In lieu of a management contract, a consortium can be formed between two or more public housing agencies. This would be accomplished via a Management Agreement entered into by the lead PHA and consortia members to undertake the day to day operations of the PHA while still maintaining the distinct EDA's and Port Authorities. Only one PHA Plan will have to be submitted on behalf of the consortium, but many other reports will be submitted separately, and drafting reports could also be done via a management contract. HUD requires that consortiums have a common bank account that funnels all accounts receivable and payable for the consortium.
- All consortium members are required to have the same fiscal year so only one PHA Plan etc. can be submitted. North Mankato's HRA's fiscal year current ends on June 30th and Mankato's ends on December 31st.

✓ Coordination of CDBG Activities

- CDBG grants are exclusive to each community. However, a joint powers or management contract could be entered into between two cities.
- A management contract would address the administration of the CDBG program. Sharing staff in the administration of the CDBG program would be cost effective, especially for a small program, because rules and regulations are complex and require annual reports, public notice, and hearings are time consuming.
- Mankato staff has the resources and expertise to complete rental, owner occupied, and commercial rehab projects. This expertise includes the third party income verification, specification writing and work inspection, environmental review, lead hazard control, Section 3, Davis Bacon, bid solicitation, and contract management. Staff has the ability to complete Consolidated Plans, Annual Action Plans, Consolidated Action Plan Performance Report (CAPER), as well as to use the required IDIS computer system for program management.
- Allocation of CDBG funds would still be approved by each Council and would proceed according to adopted plans.
- City of Mankato supplements store-front commercial rehabilitation grants with dedicated economic development levy (Council approved) and through program income.

✓ Coordination of Economic Development Activities

- Sharing of staff resources for economic development activities, such as grant preparation and submittals, request for proposals, and DEED reporting.
- Joint membership in REDA as a single or two distinct entities.
- Assist in the development of standardized economic development guidelines that will be used by both bodies. Guidelines would address standards and criteria for incentives including basis for job creation, level of investment, standards for loan review, and eligible domains (business sectors and targeted redevelopment areas) for use of incentives.

Longer Term Opportunities

✓ Joint Economic Development Authority

- Could replace existing EDA's and Port Authorities; however, existing bond issuances need to be addressed. North Mankato's Port Authority has issued bonds and debt obligations. The Mankato EDA has no debt obligations or bond issuance.
- Joint EDA could exist in concert with existing EDA's and Port Authorities and powers of the Joint EDA would be confined through joint powers agreement/special legislation. Possible powers could include:
 - Consolidation of Community Development functions
 - Consolidation of public housing agencies
 - Continued management of CDBG activities
- Under Joint EDA arrangement City Council's would retain ability to issue bonds, levy for ED related activities, and undertake tax increment and abatement. Joint EDA would advise and make recommendations to the respective Councils regarding use of tax increment, issuance of bonds, loans, and budgeted incentives.

CLAIM REPORT
FOR REGULAR COUNCIL MEETING OF SEPTEMBER 17, 2012

73015	Office of the Secretary of State	Notary Public application fee-Police Dept.	\$120.00
73016	HickoryTech	telephone & internet bill-All Depts.	\$3,683.88
73017	O'Reilly Auto Parts	equipment parts-Police Dept.	\$47.26
73018	PowerPlan	equipment parts-Street Dept.	\$1,366.34
73019	Verizon Wireless	cell phone bill-Comm Dev, Port Authority & P/A	\$169.98
73020	Void	Void	\$0.00
73021	Void	Void	\$0.00
73022	ICMA Retirement Trust - 457	employee payroll deductions	\$4,183.85
73023	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$430.77
73024	Nelson, Ruby	replace payroll Notice of Deposit	\$227.58
73025	AT&T Mobility	cell phone bill-Bookmobile	\$24.06
73026	Cardmember Service	charge card items-All Depts.	\$6,917.13
73027	Charter Communications	high speed data service-Pol, Fire, Contingency & P/A	\$442.96
73028	US Postmaster	postage for newsletter-Comm Dev	\$1,515.36
	A-1 Key City Locksmiths, Inc.	front door repair-Library	\$90.00
	Affordable Towing of Mankato, Inc.	towing charges-Task Force	\$180.00
	Albright, James	lawn care-Public Access	\$64.13
	All American Towing	towing charges-Street Dept.	\$335.02
	Alpha Wireless Communications	install radios & annual dispatch-Police & Task Force	\$281.35
	Amateur Softball Association	booth fee for ASA National Convention-Comm Dev	\$500.00
	Ameripride Service	mats, gloves, uniform & towel service-All Depts.	\$690.07
	Baker & Taylor	books-Library & Bookmobile	\$46.80
	Benco Electric Cooperative	install electric service for soccer fields-Sales Tax Const	\$5,587.50
	Blue Earth County	salary-Task Force	\$16,640.78
	Blue Valley Sod, Inc.	erosion control-Storm Water	\$96.61
	Boyer Trucks	equipment parts-Street Dept.	\$15.80
	Brandt Law Office	conflict prosecution-Attorney	\$33.00
	Bromeling Excavating, Inc.	St. John Court utility extention-2011 Construction	\$14,975.00
	Brown Traffic Products, Inc.	equipment parts-Traffic Signals	\$214.75
	Business on Belgrade	City sponsorship for Oktoberfest-Bier Festival-Comm Dev	\$2,000.00
	Carquest Auto Parts	equipment parts & supplies-All Depts.	\$1,183.76
	City of Mankato	water bill-Public Access	\$21.62
	Computer Technology Solutions, Inc.	power supply-Mun Bldg	\$164.43
	Connect Business Magazine	ad-Port Authority	\$529.00

CLAIMS CONTINUED

Crysteel Truck Equipment	equipment parts-Street Dept.	\$17.53
DEMCO, Inc.	supplies-Library	\$510.01
Diamond Vogel Paints	paint & supplies-Caswell	\$164.51
Dirt Merchant, Inc.	add manhole & temporary road-2012 Construction	\$1,800.00
Eckert, Lee	ASA contract services & reimburse supplies-Comm Dev	\$697.17
Fastenal Company	supplies-Park Dept.	\$12.27
Ferguson Enterprises, Inc.	equipment parts-Sewer Dept.	\$13.73
First Line/Leewes Venture	items for concession stand-Caswell	\$114.03
FleetPride	equipment parts-Street Dept.	\$180.12
Flexible Pipe Tool Company	equipment parts-Sewer Dept.	\$452.04
Free Press	ads-Admin, Finance, Police & Comm Dev	\$3,618.62
Fromm's Auto, Inc.	car rental-Task Force	\$497.60
G & H Ready Mix	concrete-Storm Water	\$893.36
G & L Auto Supply	equipment parts & supplies-Civil Def, Str, Park & Wtr	\$2,581.50
Gopher State One-Call	one-call locates-Inspection	\$246.70
Great American Business Products	supplies-Park Dept.	\$582.40
Hansen Sanitation	refuse pickup-Shop, Park, Sanit & Public Access	\$276.12
Hawkeye Foodservice	items for concession stand-Caswell	\$1,240.11
Hawkins, Inc.	chemicals-Water Dept.	\$4,638.36
I & S Group	soccer fields construction documents-Sales Tax Const	\$12,037.00
Ingram Library Services	books-Library & Bookmobile	\$928.93
Iseler Demolition, Inc.	water tower demolition-Water Dept.	\$6,800.00
Jackson-Hirsh, Inc.	supplies-All Depts.	\$62.73
Jeane Thorne, Inc.	professional service-Task Force	\$1,663.80
Johnson, Andy	supplies-Task Force	\$75.72
Johnson, Bev	gate keeper ASA National Tournament 8/31-9/2	\$236.00
Kaye Corporation	equipment parts-Caswell	\$24.95
Keeley Farm Drainage & Landscape	rock-2011 Construction	\$50.12
Keller, J.J. & Associates, Inc.	drug testing-All Depts.	\$215.20
Kendell Doors & Hardware, Inc.	keypad repair-Water Dept.	\$45.00
Kennedy & Kennedy Law Office	legal services-Attorney & Port Authority	\$8,802.11
LGT Hydraulic Service Co., Inc.	equipment parts-Sewer Dept.	\$319.97
LJP Enterprises of St. Peter	wire baling & gaylords-Sanitation	\$220.00
LJP Waste & Recycle	transportation charges-Sanitation	\$704.00
Lakes Gas Company	LP gas-Sanitation	\$105.17
League of Minnesota Cities	annual city membership dues-Mayor/Council	\$10,571.00
League of Minnesota Cities	MMA membership dues-Mayor	\$30.00
Long-Term Care	long term care pmt Oct-Dec 2012 Emp Reimbursed	\$163.64
MTM Recognition	awards for ASA National Tournament-Comm Dev	\$2,626.43
Mac Queen Equipment, Inc.	brooms for sweeper & equipment parts-Street Dept.	\$3,241.52

CLAIMS CONTINUED

Mankato Bearing Company	equipment parts-Park & Water Depts.	\$214.08
Mankato Ford, Inc.	mount tires & equipment parts-All Depts.	\$825.44
Mankato Moose Lodge #1414	transportation expense for Moose Convention-Comm Dev	\$220.00
Mankato Motor Company	equipment parts-Street, Park & Water Depts.	\$1,015.25
Matheson Tri-Gas, Inc.	welding supplies-Shop	\$143.01
Mayo Clinic Health System	physicals-Fire Dept.	\$137.00
Mechanical Resources, Inc.	pipe-Water Dept.	\$107.64
Midstates Equipment & Supply	cleaning supply-Street Dept.	\$2,106.28
Minnesota Iron & Metal Co.	equipment parts & supplies-Street Dept.	\$182.76
Minnesota Pipe & Equipment	hydrants & equipment parts-2012 Const & Water	\$5,308.45
Minnesota Sports Federation	tournament expenses-Comm Dev	\$1,882.23
Minnesota State Fire Chiefs Assn.	registration fees for conference-Fire Dept.	\$630.00
Minnesota Truck & Tractor, Inc.	equipment parts-Sewer Dept.	\$152.82
Minnesota Valley Testing Lab	water & sample testing-Water & Sewer Depts.	\$326.75
Minnesota Waste Processing Co.	processing fees-Sanitation	\$25,023.28
Moss & Barnett	legal services-Public Access	\$2,040.00
Murray, Laura	August Blog posts-Library	\$120.00
Mutch Northside Hardware	supplies-All Depts.	\$872.87
NAPA Auto Parts- Mankato	supplies-Street Dept.	\$42.70
Neubert Millwork	building materials gazebo-Caswell	\$277.93
Newman Signs	sign posts-Street Dept.	\$1,197.88
North Central International	equipment parts & supplies-Street Dept.	\$473.55
North Star Stone & Masonry	concrete & block-Sales Tax Fund	\$72.39
Nuss Truck & Equipment	paint & labor-Street & Equipment Certificates	\$7,579.59
Orthopaedic & Fracture Clinic	trainer for ASA National Tournament-Comm Dev	\$350.00
OverDrive, Inc.	downloadable audio/ebooks-Library	\$571.58
Pepsi-Cola of Mankato, Inc.	water for hospitality bags-Comm Dev	\$200.00
Petty Cash, Clara Thorne	petty cash items-All Depts.	\$120.72
Ramy Turf Products	erosion control-Storm Water	\$187.03
Reimers, Reuben	gate keeper ASA National Tournament 8/31-9/2	\$184.00
Reliance Electric of Southern Minnesota	equipment parts-Sewer Dept.	\$22.39
River Bend Business Products	copier maintenance-Library	\$67.65
Sam's Club	coffee-Library	\$65.88
Satre, Brie	gate keeper ASA National Tournament 8/31-9/2	\$160.00
Schilling Supply Company	cleaning supplies-Park Dept.	\$377.75
Sign Pro	supplies-Shop	\$405.34
Silves, William	stipend ASA National Tournament-Comm Dev	\$400.00
South Central College	training for police reserve officers-Police Dept.	\$700.00
Southern Minnesota Construction	asphalt & rock-Street, Water & 2011 Construction	\$2,699.50
SPS Companies	plumbing supplies-Caswell & Water	\$73.14

CLAIMS CONTINUED

Suburban Tire Wholesale, Inc.	tires-Police & Inspection	\$943.88
Superior Concrete	sand & block-Sales Tax Fund	\$64.06
Terminal Supply Company	supply-Shop	\$40.82
Tire Associates	tires & equipment parts-All Depts.	\$1,205.77
Toyota-Lift of Minnesota	equipment parts-Sanitation	\$624.91
Triple Seal Rehab	repair sanitary manhole-Sewer Dept.	\$3,100.00
USA Today	renew subscription-Library	\$208.00
Verizon Wireless	cell phone bill-All Depts.	\$1,017.69
Viking Electric Supply	electrical supplies-Mun Bldg	\$117.79
Weber Building & Remodeling	refund building permit #1075-12	\$595.59
Wells Fargo Corporate Trust Service	interest-GO Improvement Bond of 2009	\$46,931.25
Wells, Mike	ASA rep fee & car rental-Comm Dev	\$640.00
Werner Electric Supply	electrical supplies-Street Lighting	\$178.36
Winzenburg, Robert	legal services Marigold project-Port Authority	\$1,134.00
Zep Sales & Service	cleaning supplies-Shop	\$120.98
Total		<u>\$244,698.24</u>

CLAIMS CONTINUED

General	\$57,183.71
Library	\$5,864.92
Bookmobile	\$511.04
Community Development	\$12,430.35
Local Option Sales Tax	\$483.90
Contingency	\$128.99
Port Authority	\$2,564.69
GO Improvement Bond of 2009	\$46,931.25
Equipment Certificates	\$5,231.22
Local Option Sales Tax Construction	\$17,624.50
2011 Construction	\$15,394.17
2012 Construction	\$2,340.07
Water	\$16,624.67
Sewer	\$9,747.16
Sanitary Collection	\$26,900.52
Storm Water	\$1,230.22
Public Access	\$2,542.03
Minnesota River Valley Drug Task Force	<u>\$20,964.83</u>
Total	<u><u>\$244,698.24</u></u>

PORT AUTHORITY INVOICES
FOR REGULAR COUNCIL MEETING OF SEPTEMBER 17, 2012

Verizon Wireless	cell phone bill-Port Authority	\$54.70
Connect Business Magazine	ad-Port Authority	\$529.00
Kennedy & Kennedy Law Office	legal service-Port Authority	\$840.00
Petty Cash, Clara Thorne	petty cash item-Port Authority	\$6.99
Winzenburg, Robert	legal services Marigold project-Port Authority	<u>\$1,134.00</u>
Total		<u><u>\$2,564.69</u></u>

List of Port Authority Bills in the Amount of \$2,564.69

Council Meeting of September 17, 2012

Mayor Mark Dehen

Council Member Bill Schindle

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg

List of Bills in the Amount of \$244,698.24

Council Meeting of September 17, 2012

Mayor Mark Dehen

Council Member Bill Schindle

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg