

Pursuant to due call and notice thereof, a regular meeting of the North Mankato City Council was held in the Municipal Building Council Chambers on April 2, 2007. Mayor Zellmer 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 Zellmer, Council Members Schindle, Norland and DeWitte, City Administrator Sande, Finance Director Mork, City Clerk Gehrke, Engineer Rippke, Attorney Kennedy and Planner Fischer. Absent: Council Member Steiner.

### **Approval of Minutes**

**Council Member Norland moved, seconded by Council Member DeWitte, to approve the minutes of the Council meeting of March 19, 2007. Vote on the motion: Schindle, Norland, DeWitte and Zellmer, aye; no nays. Motion carried.**

### **Correspondence**

#### **Thank-You Letter from Mankato Graduation Celebration**

Mayor Zellmer read a letter from the Mankato Graduation Celebration thanking the City for the contribution toward the Mankato high school graduation party celebrations.

#### **Letter from Suzanne Miller, State Librarian**

The Mayor presented a letter from Suzanne Miller, State Librarian, confirming the North Mankato Taylor Library status with regard to ELM databases. The State Librarian reported that as long as the North Mankato Taylor Library is a member of Traverse des Sioux Regional Library System (TdS), they have access to ELM databases. Administrator Sande reported this letter was requested by Senator Kathy Sheran in lieu of legislation to ensure all libraries would have access to ELM. Attorney Kennedy reported that according to the Judge's ruling, Traverse des Sioux can offer programs to the North Mankato Taylor Library and the Library can accept or not accept the programs but will still be a member of TdS.

#### **Letter from MnDOT Transportation District 7**

The Mayor presented a letter from MnDOT Transportation District 7 extending an invitation to a special outreach meeting scheduled for Friday, April 13, 2007 at the St. Peter Community Center. The purpose of the meeting is to provide MnDOT's leadership the opportunity to visit with transportation stakeholders in southwest and south central Minnesota.

#### **Letter from Todd Prafke, City of St. Peter, Highway 169 Issues**

The Mayor summarized a letter from St. Peter City Administrator Prafke requesting our participation in a coalition of cities and counties in our area to discuss issues affecting Highway 169 in the area south of Highway 19. Administrator Sande presented information on the work already completed on 169 and a schedule of the proposed future improvements. Mayor Zellmer requested staff participation at the initial 169 Coalition meeting.

#### **Minnesota Transportation Alliance Fly-In**

Mayor Zellmer presented information on the upcoming Minnesota Transportation Alliance Fly-In to be held from June 6-8, 2007 in Washington D.C. This will be a meeting with members of Minnesota's Congressional delegation and an opportunity for attaining "special" federal funding. County Engineer Mike Wagner is working hard at generating revenue for the T.H. 14/CSAH 41 interchange project and he believes it is important for elected officials to attend this event to petition dollars for this project. Engineer Malm is interested in attending this event and Mayor Zellmer asked for this item to be placed on the next Council Workshop agenda.

### **Open the Meeting to the Public for the First Time**

The Mayor opened the meeting to the public for the first time with no one appearing.

### **Nicollet County Board Actions**

Administrator Sande reported County Administrator Podhradsky received the letter from the City regarding bookmobile services for 2007.

### **Staff Reports**

#### **City Administrator**

#### **Res. No. 39-07 Approving Plans and Specifications, Ordering Improvement and Authorizing Advertisement for Bids for Project No. 07-01ABCDEF, The Landing North Phase I**

#### **Improvements**

Administrator Sande presented Resolution No. 39-07 approving the plans and specifications, ordering improvement and authorizing advertisement for bids for May 3, 2007 for Project No. 07-01ABCDEF, The Landing North Phase I. The Administrator reported a change in the proposed water and sewer service alignment that will locate the water main on one side of LorRay Drive and the sanitary sewer on the other side. Revised plans and specifications will be forwarded to the Council upon their completion. **Council Member Norland moved, seconded by Council Member DeWitte, to adopt Resolution No. 39-07 Approving Plans and Specifications, Ordering Improvement and Authorizing Advertisement for Bids for Project No. 07-01ABCDEF, The Landing North Phase I. Vote on the Resolution: Schindle, Norland, DeWitte and Zellmer, aye; no nays. Motion carried.**

### **Reminder of North Mankato/Nicollet County Liaison Meeting**

Administrator Sande reported the next North Mankato/Nicollet County Liaison meeting is scheduled for 5 p.m. on Monday, April 9, 2007 in the large conference room of the Municipal Building.

### **Miracle League Update**

Administrator Sande reported he met with Jim Coughlan and Jerry Williams to discuss the Miracle League field and Webb Construction will be overseeing the project. Southern Minnesota Construction and Holtmeier Construction are doing the site work and paving. Community Services will schedule the field for t-ball and other events. The Miracle League expressed their appreciation to the City for donation of the site for the Miracle League field. The Fallenstein dedication plaque has been designed and ordered and will be ready for placement this summer.

### **Shelter Design for Park at The Landing North Phase I**

Administrator Sande presented a proposed shelter design for the park in The Landing North Phase I subdivision. The five builders who will be constructing homes in this subdivision would build the shelter if the City paid for the materials. This item was referred to the Park Committee and staff for design review and cost estimates of the shelter.

### **Proposed 2007 Traverse des Sioux Fee Schedule**

Mayor Zellmer received a copy of the 2007 Traverse des Sioux contract which was mailed to Jo Robbins, North Mankato Library Board Chair on March 29, 2007. Traverse des Sioux is requesting that signed copies be returned to TdS by May 1, 2007. Library Director Lowry was in attendance at the meeting to present background information and spreadsheets of the cost breakdowns by member library for the services provided by Traverse des Sioux. Delivery charges for the North Mankato Taylor Library shows a cost of \$29.61 per stop or a total of \$7,699 annually proposed for 2007.

Interlibrary loan charges are \$16.23 per request or \$7,892 annually. The Library Director presented a total fee comparison showing the 2005 Automation Fee, 2006 Automation/Membership Fee, proposed 2007 Automation Fee, 2007 Membership Fee approved July 20, 2006 and the 2007 Delivery/Interlibrary Loan/Automation Fee totals. The Library Director reported that any library that does not participate in all services receives a 25 percent upcharge. The Mayor and Library Director have asked for a cost accounting of the upcharges and as of this date have not received a cost accounting. Some discussion was held of the cost of an adult book versus the cost for an interlibrary loan and whether it would be more cost effective to purchase the book and have in the collection for use by other patrons.

Administrator Sande reported that it is the intent of the City to authorize broader library legislation to address the problems encountered with the regional library systems and other libraries have indicated their support of this legislation.

The Council requested staff secure a copy of the contract Traverse des Sioux currently has with SIRSI.

The Library Board will meet to discuss the 2007 Traverse des Sioux Contract and make a recommendation to the City Council.

#### **City Clerk**

##### **Parade Permit for A.B.A.T.E. of Minnesota Motorcycle Awareness Parade**

Clerk Gehrke presented an application for a parade permit for A.B.A.T.E. of Minnesota to hold their Motorcycle Awareness Parade from 1-1:25 p.m. on Saturday, May 5, 2007. The North Mankato Police Chief has approved this application. **Council Member Schindle moved, seconded by Council Member Norland, to approve the parade permit for the A.B.A.T.E. of Minnesota Motorcycle Awareness Parade from 1-1:25 p.m. on Saturday, May 5, 2007. Vote on the motion: Schindle, Norland, DeWitte and Zellmer, aye; no nays. Motion carried.**

##### **Res. No. 40-07 Waiving Waiting Period for Exemption from Lawful Gambling License for Minnesota Deer Hunters Association**

Clerk Gehrke presented a Gambling Permit Application from Minnesota Deer Hunters Association to conduct raffles on September 21, 2007 at Best Western, 1111 Range Street. **Council Member DeWitte moved, seconded by Council Member Norland, to adopt Resolution No. 40-07 Waiving Waiting Period for Exemption from Lawful Gambling License for Minnesota Deer Hunters Association to conduct raffles on September 21, 2007. Vote on the Resolution: Schindle, Norland, DeWitte and Zellmer, aye; no nays. Motion carried.**

##### **Garfield School Request to Block Off Street**

Clerk Gehrke presented a request from Garfield School to block off the street between the school and Wheeler Park for a triathlon event on April 10, 2007 from 12 noon to 1:30 p.m. **Council Member Schindle moved, seconded by Council Member DeWitte, to approve Garfield School's request to block off the street between the school and Wheeler Park on April 10, 2007 from 12 noon to 1:30 p.m. Vote on the motion: Schindle, Norland, DeWitte and Zellmer, aye; no nays. Motion carried.**

#### **Finance Director**

**Res. No. 41-07 Approving Consent Assessment Agreement – 645 Park Avenue**

Finance Director Mork presented the Consent Assessment Agreement for 645 Park Avenue in the amount of \$362.70 for sidewalk replacement at 645 Park Avenue. This assessment will be for a ten-year period at 6.25% interest. **Council Member Norland moved, seconded by Council Member DeWitte, to adopt Resolution No. 41-07 Approving Consent Assessment Agreement for sidewalk replacement at 645 Park Avenue. Vote on the Resolution: Schindle, Norland, DeWitte and Zellmer, aye; no nays. Motion carried.**

**Res. No. 42-07 Declaring Costs to be Assessed for Municipal Charges for 311 Range Street**

Finance Director Mork presented Resolution No. 42-07 for costs to be assessed in the amount of \$70.00 for curb box repair at 311 Range Street. **Council Member Norland moved, seconded by Council Member Schindle, to adopt Resolution No. 42-07 Declaring Costs to be Assessed for Municipal Charges at 311 Range Street. Vote on the Resolution: Schindle, Norland, DeWitte and Zellmer, aye; no nays. Motion carried.**

**Res. No. 43-07 Declaring Costs to be Assessed for Municipal Charges at 703 Park Avenue**

Finance Director Mork presented Resolution No. 43-07 for costs to be assessed in the amount of \$93.90 for curb box repair at 703 Park Avenue. **Council Member Norland moved, seconded by Council Member DeWitte, to adopt Resolution No. 43-07 Declaring Costs to be Assessed for Municipal Charges at 703 Park Avenue. Vote on the Resolution: Schindle, Norland, DeWitte and Zellmer, aye; no nays. Motion carried.**

**Property Tax Relief for Senior Citizens**

In response to concerns about rising property tax bills for senior citizens, Finance Director Mork reported he researched the State of Minnesota program which refunds property taxes to income-qualified individuals. Based on income and the amount of property taxes paid, individuals can receive up to a \$1,700 refund.

**Property Valuations for Taxes Payable in 2008**

Finance Director Mork reported he received information from Doreen Pehrson at Nicollet County that all residential property in North Mankato received a 5.00% increase for taxes payable in 2008 with no change for commercial and industrial property. The County is finishing a re-assessment of valley residential properties this summer and those changes will be reflected in the taxes payable in 2009. The Council requested a copy of the re-assessment of the valley when it is completed and a copy of the most recent sales ratio study.

**Report from Council Members**

**Council Member Norland**

Council Member Norland requested a concept plan for Benson Park and the proposal done for the park referendum. A list of residents interested in serving on the Park Committee will also be forwarded to Council Member Norland.

**Council Member DeWitte**

Council Member DeWitte attended a Youth-in-Government meeting on March 22, 2007. A discussion of the focus of this group will take place at the next quarterly meeting.

**Report from Mayor**

**Business Appreciation Luncheons**

Mayor Zellmer thanked the staff and Council Members for participating in the Business Appreciation Luncheons reporting the largest attendance since he was elected Mayor.

**ATP Meeting**

Mayor Zellmer reported he attended an ATP meeting on Saturday, March 31, 2007 which featured a PowerPoint presentation on highway safety focusing not on the number of accidents, but the severity of accidents and solutions to decrease accidents. The Mayor requested this highway safety PowerPoint presentation be an agenda item for the next Council Workshop.

**Open the Meeting to the Public for the Second Time**

The Mayor opened the meeting to the public for the second time with no one appearing.

**Bills and Appropriations**

Council Member Norland moved, seconded by Council Member DeWitte to approve all bills and appropriations in the amounts of \$240,704.49 and \$25,397.88. Vote on the motion: Schindle, Norland, DeWitte and Zellmer, aye; no nays. Motion carried.

There being no further business, the meeting was adjourned at 8:46 p.m. on a motion by Council Member Schindle, seconded by Council Member DeWitte. Vote on the motion: Schindle, Norland, DeWitte and Zellmer, aye; no nays. Motion carried.

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Mayor

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City Clerk