

Pursuant to due call and notice thereof, a regular meeting of the North Mankato City Council was held in the Municipal Building Council Chambers on February 20, 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 Norland, DeWitte, Schindle and Steiner, City Administrator Sande, Finance Director Mork, City Clerk Gehrke, Engineer Malm, Attorney Kennedy and Planner Fischer.

Approval of Minutes

Council Member Steiner moved, seconded by Council Member DeWitte, to approve the minutes of the Council meeting of February 5, 2007 and the Council Workshop of February 5, 2007. Vote on the motion: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.

Correspondence

Letter from Marilyn Larson Resigning from HRA Board

Mayor Zellmer presented a letter from Marilyn Larson resigning from the HRA Board. The Mayor thanked Marilyn for her years of service to the City of North Mankato and also thanked Bernie Bastian whose term is up on the HRA Board this year. Letters thanking Marilyn and Bernie for their service to the City will be sent by the Mayor.

Public Hearing, 7 p.m. – Annexation of Burnett Property, 9.45 Acres

The Mayor opened the public hearing to consider the annexation of 9.45 acres of land owned by Steven and Kathleen Burnett which will be used for future residential development. Administrator Sande presented background information noting the 9.45 acres will be used for lots for single-family homes, parkland and the extension of Raymond Drive. A notice of hearing was published in the official newspaper. With no one appearing before the Council, the Mayor closed this portion of the hearing.

Ord. No. 10, Fourth Series, Annexation of 9.45 Acres

Council Member Steiner moved, seconded by Council Member Norland, to adopt Ord. No. 10, Fourth Series, annexation of 9.45 Acres, Burnett Property. Vote on the Ordinance: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.

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 a representative from Congressman Tim Walz's office appeared before the Nicollet County Board of Commissioner's at their meeting of February 13, 2007 to discuss the possible federal funding assistance of construction projects related to Highway 14 west of North Mankato.

Staff Reports

City Planner

Minutes of February 8, 2007 Planning Commission Meeting

The Council accepted the minutes of the February 8, 2007 Planning Commission meeting.

Preliminary Plat of Sunset Ridge

Planner Fischer presented a request from KWS, LLC for preliminary plat consideration of Sunset Ridge, a 58.49-acre parcel of land located at the intersection of LorRay Drive and County Road 121 which was recently annexed into the City for use as residential development. The applicants were in attendance to answer any questions. The preliminary plat of Sunset Ridge includes fifty-four (54) lots for future residential development and several Outlots for future parkland, future phases of development, ravine property and a storm water holding pond. The Planning Commission reviewed and recommended approval of the preliminary plat of Sunset Ridge. **Council Member Schindle moved, seconded by Council Member DeWitte, to approve the preliminary plat of Sunset Ridge. Vote on the motion: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.**

2006 End-of-Year Planning and Zoning Report

Planner Fischer presented the End-of-Year Planning and Zoning Report for 2006. The report summarized the actions taken on variances, conditional use permits, platting/replatting and zoning during the calendar year. Four variances were applied for in 2006, three were approved and one was denied, there were no conditional use permit applications in 2006; three zoning applications were applied for and granted in 2006, two to rezone property and one to zone property which was annexed into the City limits. Five platting requests were applied for in 2006, three were approved to create new residential subdivisions and two were approved to rearrange lot lines within existing subdivisions. In 2006, a total of 615 building permits were issued having a dollar value of \$26,499,776.

Property Line Location Assistance Waiver

Planner Fischer presented the Property Line Location Assistance Waiver to be signed by the homeowner when City Inspectors are asked to locate property monuments. The City Attorney has reviewed and approved the waiver. **Council Member DeWitte moved, seconded by Council Member Norland, to approve the Property Line Location Assistance Waiver. Vote on the motion: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.**

City Administrator**Professional Services Agreement – Flaherty & Hood**

Administrator Sande presented the Professional Services Agreement with Flaherty & Hood for lobbying services in the 2007 Legislative Session in support of the local option sales tax initiative. Their compensation is based on the government rate per hour but the total amount for services provided will not exceed \$15,000. **Council Member Norland moved, seconded by Council Member Steiner, to approve the Professional Services Agreement with Flaherty & Hood for lobbying services in the 2007 Legislative Session in support of the local option sales tax initiative. Vote on the motion: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.**

Lancer Street Practice Schedule – 2007

Administrator Sande presented the 77 Lancers request for permission to use Howard Drive for summer practice. After review of the schedule, staff found that it does not conflict with the Minnesota State High School League Softball Tournament which is scheduled for June 7, 8 and 9, 2007. To avoid conflicts with traffic from nearby businesses, the recommended marching route is from the west access drive at Caswell Park to the east access drive at the County Services Building at 2070 Howard Drive. As in past years, the drum practice would be limited to the west side of the Dakota Meadows Middle School to minimize any impact on the residents at Camelot Park. **Council Member DeWitte**

moved, seconded by Council Member Schindle, to approve the 2007 practice schedule for the 77 Lancers with the recommended limitations. Vote on the motion: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.

Recap of Bids for Surplus Police Vehicles

Administrator Sande presented bid tabulations for the 2003 and 2005 Ford Crown Victorias surplus police vehicles that were recently sold. The two vehicles were sold to the highest bidder, Allstar Taxi Service, for the total price of \$10,654.

2005 NAFA Tournament Expenses

Administrator Sande presented a recap of the expenses for the 2005 NAFA Tournament hosted by the City of North Mankato. The total amount of extraordinary expenses was \$14,863. Administrator Sande reported some of the electrical expenditures incurred were a one-time expense. The Convention & Visitors Bureau have committed funds from the hotel/motel tax to cover advertising and signage expenses for future tournaments. A greater number of volunteers for future tournaments will be used in an effort to offset overtime expenses for City personnel. Direct benefits of the tournaments will flow to the local businesses and hotels. If the Local Option Sales Tax is approved by the Legislature, the City will see positive returns from tournaments of all types.

Report on Shuttles

Administrator Sande reported he contacted the representative of E-Z-GO regarding anticipated delivery times for the two shuttles and he indicates delivery in approximately 6 weeks from date of order. Administrator Sande recommended purchase of these two units to assist staff and volunteers with handling the logistics of major tournaments. **Council Member Norland moved, seconded by Council Member Steiner, to approve the purchase of the two E-Z-GO Shuttle 4 Model gas operated units at a total cost including sales tax and the addition of hydraulic front disc brakes, lights, an hour meter, hubcaps and a top assembly of \$19,380.88. Vote on the motion: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.**

Authorization to Purchase Equipment - Pump

Administrator Sande presented a request for purchase of a Sykes CP100 4" self-priming pump with trailer from United Rentals for a total purchase price of \$25,293.75 including tax. The 2007 Budget approved by the City Council authorizes the purchase of a 4" self-priming pump from the Storm Water Fund. **Council Member Schindle moved, seconded by Council Member DeWitte, to approve the purchase of a Sykes CP100 4" self-priming pump with trailer from United Rentals for a total purchase price of \$25,293.75 including tax. Vote on the motion: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.**

Authorization to Purchase Equipment – Mower

Administrator Sande presented a request for purchase of a 1600 Turbo Series II Commercial 10' riding lawn mower from 2006 Equipment Certificates from Mankato Implement for the total price of \$37,328.78 including tax and a trade-in allowance of \$6,000 on a 1992 455 Toro mower. A similar unit was purchased last year and appears to be a good fit for the Park Department. **Council Member Norland moved, seconded by Council Member Steiner, to approve the purchase of a 1600 Turbo Series II Commercial 10' riding lawn mower from Mankato Implement for the total cost of \$37,328.78 including tax and trade-in allowance. Vote on the motion: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.**

Res. No. 26-07 Supporting Accelerated Funding for MnDOT Project SP5203-85

Administrator Sande reported the environmental process has been completed for the planned Highway 14 expansion from Lookout Drive to Nicollet County Highway 6, Project MnDOT SP5203-85, and the next step is funding to initiate the detail design, right-of-way acquisition and the letting of construction contracts. At their February 13, 2007 Board of Commissioner's meeting, Nicollet County adopted a resolution supporting actions by the Congressional and State Legislators to create new funding that is specifically earmarked for all the steps necessary to accelerate the Highway 14 four-lane expansion project identified by MnDOT as SP5203-85 (North Mankato to Nicollet County 6). **Council Member Schindle moved, seconded by Council Member Norland, to adopt Resolution No. 26-07 Supporting Accelerated Funding for MnDOT Project SP5203-85. Vote on the Resolution: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.**

Approve 2007 Library Purchase of Services Contract between Nicollet County and the City of North Mankato

Administrator Sande presented a copy of the proposed 2007 Library Purchase of Services Contract between Nicollet County and the City of North Mankato. The contract provides for basic library support of \$40,000 for calendar year 2007. A proposed contract for bookmobile services for 2007 will be submitted for approval at a future date. **Council Member Steiner moved, seconded by Council Member Schindle, to approve the 2007 Library Purchase of Services Contract between Nicollet County and the City of North Mankato. Vote on the motion: Norland, DeWitte, Schindle, Steiner and Zellmer, 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. 42nd Annual Governor's Homeland Security and Emergency Management Conference, Brooklyn Park, March 13-15, for Emergency Management Director.
2. Special Operations Training Association 12th Annual Tactical Conference, St. Cloud, March 18-20, for three Patrol Officers.
3. Access 2003-Level 1, Mankato, February 27, for two Account Clerks.

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

City Clerk**Parade Permit for March of Dimes Walk America**

Clerk Gehrke presented an application for a parade permit for the March of Dimes to hold their Walk America Parade from 2-3:30 p.m. on Sunday, April 29, 2007. The North Mankato Police Chief has approved this application. **Council Member Norland moved, seconded by Council Member DeWitte, to approve the parade permit for the March of Dimes Walk America parade from 2-3:30 p.m. on Sunday, April 29, 2007. Vote on the motion: Schindle, Steiner, Norland, DeWitte and Zellmer, aye; no nays. Motion carried.**

Audio Permit for March of Dimes Walk America Parade

Clerk Gehrke presented a request from the March of Dimes Walk America to use an audio device at Wheeler Park on Sunday, April 29, 2007 from 1-5 p.m. for the March of Dimes Walk America Parade. **Council Member Steiner moved, seconded by Council Member Norland, to**

approve the request for use of an audio device by the March of Dimes Walk America Parade in Wheeler Park on Sunday, April 29, 2007 from 1-5 p.m. Vote on the motion: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.

Res. No. 27-07 Waiving Waiting Period for Exemption from Lawful Gambling License for Holy Rosary Church

Clerk Gehrke presented an application for exemption from lawful gambling for Holy Rosary Church to conduct raffles at 546 Grant Avenue on April 22, 2007. **Council Member Norland moved, seconded by Council Member Steiner, to adopt Resolution No. 27-07 approving the application for exemption from lawful gambling for Holy Rosary Church. Vote on the Resolution: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.**

Report from Council Members

Council Member Norland

Council Member Norland thanked the Council for the opportunity to attend the Newly Elected Officials training session held in Mankato on February 16-17, 2007 reporting the session was excellent. Council Member Norland requested the Council hold a planning retreat. Mayor Zellmer will look at available dates to schedule the planning retreat.

Council Member DeWitte

Council Member DeWitte reported he attended the Newly Elected Officials training session and the League of Minnesota Cities staff did an excellent job defining the responsibilities of elected officials.

Council Member Schindle

Council Member Schindle asked that a notice be sent to the residents regarding the thin ice on detention ponds and lakes. Administrator Sande reported he would have staff put out a Public Service Announcement to remind residents to stay off the ice on lakes and ponds.

Council Member Steiner

Council Member Steiner thanked staff for hanging the aerial map in the Council Chambers.

Report from Mayor

Appointments to Boards, Committees and Commissions

Mayor Zellmer presented the list of appointments to boards, committees and commissions for the year 2007 as follows: Billy Steiner as Acting Mayor; Dave Trask and Stephanie Stoffel to the Planning Commission for a four-year term through 2010; Mike Smith to the Planning Commission to fill a vacancy through 2009; Lowell Johnson and Kenneth Malmanger to the Housing and Redevelopment Authority for a one-year term through 2007; John Daley and Steve Mork to the Housing and Redevelopment Authority for a two-year term through 2008; Mark Robbins to the Police Civil Service Commission for a three-year term through 2009; Dave Carlson to the Police Civil Service Commission for a two-year term through 2008; Bill Borchardt to the Traffic and Safety Committee for a one-year term; Nancy Hopkins and Jay Weir to the Board of Appeal and Equalization for a three-year term through 2009; Jo Robbins to the North Mankato Taylor Library Board for a three-year term through 2009; Bolton & Menk as Consulting Civil Engineer; Springsted, Inc. as Bond Consultant; Abdo, Eick & Meyers as Auditor; Russ Johnson as Weed Inspector; Bruce Royer as Plumbing Inspector; and Marion Haayer as Construction Inspector. **Council Member Schindle**

moved, seconded by Council Member Norland, to set the appointments for 2007. Vote on the motion: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.

Local Option Sales Tax

Mayor Zellmer reported he along with the City Administrator met with both the House and Senate committees on the proposed one-half cent local option sales tax bill which was authored and introduced by Representative Morrow and Senator Sheran. The next hearing is scheduled for March 2, 2007.

Traverse des Sioux Board Meeting

Mayor Zellmer reported a meeting with Traverse des Sioux library consultants will be held in the next 2-3 weeks.

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 Steiner, to approve all bills and appropriations in the amount of \$160,290.28. Vote on the motion: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.

There being no further business, the meeting was adjourned at 8:28 p.m. on a motion by Council Member Steiner, seconded by Council Member Norland. Vote on the motion: Norland, DeWitte, Schindle, Steiner and Zellmer, aye; no nays. Motion carried.

Mayor

City Clerk