

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 July 5, 2011. 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, City Administrator Sande, Finance Director Mork, City Clerk Gehrke and Attorney Kennedy. Absent: Engineer Malm and Planner Fischer.

### **Approval of Minutes**

**Council Member Steiner moved, seconded by Council Member Norland, to approve the minutes of the Council meeting of June 20, 2011. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

### **Correspondence**

#### **Letter from Tim Hayes, Director of Blue Earth County Library**

Mayor Dehen presented a letter from Tim Hayes, Director of the Blue Earth County Library, announcing Blue Earth County is no longer able to fund multiple bookmobile stops within each community. Beginning September 1, 2011, bookmobile service to Amboy, Good Thunder, Garden City, Vernon Center, Pemberton, Madison Lake and St. Clair will be limited to a central location within those communities. North Mankato Taylor Library Director Lucy Lowry was in attendance and addressed the Council. She reported there is a waiting list for bookmobile stops in Nicollet County and recommended changing the three-week schedule of bookmobile stops to a two-week schedule and adding the stops on the waiting list to fill out the bookmobile schedule. She added that one of the primary concerns is the Head Start Programs and asked if bookmobile service could be considered for Head Start. **Council Member Schindle moved, seconded by Council Member Steiner, to approve changing the bookmobile stops to a two-week schedule, including the Nicollet County stops on the waiting list and to fund the Head Start stops. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

#### **Letter from Twins Community Fund Awarding 2011 Youth Baseball and Softball Tournament Grant**

Mayor Dehen presented a letter from the Twins Community Fund announcing the award of a 2011 Youth Baseball & Softball Tournament Grant in the amount of \$1,000 for the ASA Softball Boys Fastpitch Tournament.

#### **Public Hearing, 7 p.m. – Proposal to Establish Tax Increment Financing District IDD No. 1-22**

The Mayor opened the public hearing to consider the proposal to establish Tax Increment Financing District IDD No. 1-22. A Notice of Public Hearing was published in the official newspaper and notices were given to Nicollet County and School District No. 77. The Affidavit of Publication is included in the packet. Ed Tschida, Advance Resources for Development, appeared before the Council and presented background information reporting Lindsay Window and Door propose to construct a 20,000 square foot addition to their manufacturing facility on Commerce Lane with construction commencing in 2011. He reported this is a 9-year pay-as-you-go economic development tax increment financing plan and will create a minimum of 15 new full-time jobs within the first two years after completion. John Roise, Lindsay Window and Door, appeared before the Council and reported although they have locations in Albert Lea, Missouri, Chicago and San Diego, North Mankato is their home and the reason they wish to expand at this location. He reported windows and doors will be manufactured at the North Mankato location and sold in Missouri and Chicago. Phil Henry, 1300 Noretta Drive and Kim Spears, 916 South Avenue, appeared before the Council to express their

disapproval of tax increment financing for this project. With no one else appearing before the Council, the Mayor closed this portion of the meeting.

#### **Res. No. 35-11 Approving Tax Increment Financing District IDD No. 1-22 Plan**

**Council Member Schindle moved, seconded by Council Member Steiner, to adopt Resolution No. 35-11 Approving Tax Increment Financing District IDD No. 1-22 Plan. 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**

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

#### **Nicollet County Board Actions**

Administrator Sande reported the Nicollet County Board of Commissioners met on June 28, 2011 and considered the request of the North Mankato Port Authority to waive the 30-day notification requirement for the hearing on the establishment of TIF District IDD No. 1-22. In response to questions raised at this meeting about the 30-day County notification requirement, Administrator Sande responded that waiving the 30-day notification requirement on the Lindsay Window and Door Project affords the building contractor as many construction days as possible before the end of the construction season.

#### **Staff Reports**

##### **City Administrator**

##### **2011 Sealcoat List**

Administrator Sande presented the list of streets that are scheduled for sealcoating in 2011 as part of the seven-year street maintenance rotation. He reported that notice would go out to the public prior to sealcoating of the streets.

#### **Agreement between City of North Mankato and City of Mankato for Transit Services**

Administrator Sande presented a letter from Mark Knoff, Director of Public Works at the City of Mankato, regarding transit service. In order to ensure transit funding for 2012, MnDOT's Office of Transportation is requiring a signed service agreement prior to July 31, 2011. He reported transit service is one of the items previously considered as a possible budget reduction. Due to State budget uncertainties, the Council requested this item be moved to the July 18, 2011 Council meeting.

#### **Res. No. 36-11 Declaring Surplus Equipment**

Administrator Sande reported the Fire Chief has recommended removal of the 1975 Howe Fire Truck from active service with the Fire Department. The Fire Chief has contacted personnel at South Central College and they are interested in obtaining the truck for fire training purposes. **Council Member Steiner moved, seconded by Council Member Norland to adopt Resolution No. 36-11 Declaring Surplus Equipment authorizing donation of the 1975 Howe Fire Truck to South Central College and requesting a \$5,000 training credit from SCC. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

#### **Fun Days Schedule**

Administrator Sande presented the Fun Days Schedule noting the Kiddie Parade begins at 6:15 p.m. on Friday, July 8, 2011 and the grand parade begins at 11 a.m. on Saturday, July 9, 2011. Donations are being accepted along the parade route for the Echo Food Shelf.

**City Clerk****Large Group Permit for Mankato Clinic Company Picnic, Wheeler Park**

Clerk Gehrke presented an application for a large group permit for Mankato Clinic to hold their company picnic at Wheeler Park from 5:30 p.m. to 9 p.m. on Friday, August 5, 2011. **Council Member Norland moved, seconded by Council Member Schindle, to approve the large group permit for Mankato Clinic to hold their company picnic at Wheeler Park from 5:30 p.m. to 9 p.m. on Friday, August 5, 2011 at Wheeler Park. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

**Audio and Large Group Permit for Crossview Covenant Church Picnic, Spring Lake Park**

Clerk Gehrke presented an application for an audio and large group permit for Crossview Covenant Church to hold their church picnic on Sunday, September 18, 2011 from 8 a.m. to 6 p.m. **Council Member Norland moved, seconded by Council Member Schindle, to approve the audio and large group permit for the Crossview Covenant Church picnic to be held at Spring Lake Park from 8 a.m. to 6 p.m. on Sunday, September 18, 2011. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

**Audio and Large Group Permit for Rosenberg Wedding, Spring Lake Park**

Clerk Gehrke presented an application for an audio and large group permit for the Rosenberg wedding to be held at Spring Lake Park on the Thompson Pier from 1 p.m. to 4 p.m. on Saturday, October 15, 2011. **Council Member Schindle moved, seconded by Council Member Norland, to approve the audio and large group permit for the Rosenberg wedding to be held at Spring Lake Park on the Thompson Pier from 1 p.m. to 4 p.m. on Saturday, October 15, 2011. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

**Audio and Large Group Permit for MTU On-Site Energy Company Picnic, Spring Lake Park**

Clerk Gehrke presented an application for an audio and large group permit for MTU On-Site Energy to hold their company picnic at Spring Lake Park from 12 noon to 10 p.m. on Friday, August 19, 2011. **Council Member Norland moved, seconded by Council Member Steiner, to approve the audio and large group permit for the MTU On-Site Energy company picnic to be held at Spring Lake Park from 12 noon to 10 p.m. on Friday, August 19, 2011. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

**Finance Director****2012 Budget Calendar**

Finance Director Mork presented the 2012 Budget Calendar detailing the Council Budget Workshops to be held starting August 1, 2011 at 6 p.m. with the Department Heads. Finance Director Mork reported he will distribute the budget worksheets and capital improvement worksheets to all Department Heads once the Budget Calendar is approved. He reported September 15<sup>th</sup> is the deadline to certify the proposed tax levy to the County Auditor and December 28<sup>th</sup> is the deadline to certify the final levy to the County Auditor. **Council Member Freyberg moved, seconded by Council Member Schindle, to approve the 2012 Budget Calendar. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

**City Attorney****Proposed Pawn Shop Regulations and Licensing**

Attorney Kennedy presented the proposed pawn shop regulations and licensing requirements which have been fashioned in part from the Minnesota Statutes and the City of Mankato ordinance for pawn shops. He reviewed the provisions regarding charges for background checks and fees for

transactions. Discussion was held about what constitutes a reportable transaction and the number of law enforcement hours required to ensure compliance. Administrator Sande reported that public hearings have been scheduled for 7 p.m. on Monday, July 18, 2011. The first public hearing is to consider amending the North Mankato City Code to include the pawn shop regulations and licensing. The second public hearing is to consider amending the North Mankato City Code to allow pawn shops to be located in the Central Business District as a conditional use. Attorney Kennedy reported that after the public hearing, an ordinance will be presented to adopt the pawn shop regulations and licensing.

### **Report from Council Members**

#### **Council Member Norland**

Council Member Norland presented information from the Southern Minnesota Initiative Foundation outlining grants of up to \$20,000 available to support collaborative projects or programs in early childhood and economic development areas. Applications for this grant are due August 30, 2011 with awards announced October 28, 2011. The focus of the grants is early childhood and economic development issues SMIF believes are critical to the long-term vitality of the region and are designed to support projects and involve collaboration and achieve sustainable, measurable results, specifically opportunities for young children to thrive, partnerships to grow local entrepreneurs and partnerships to grow bioscience businesses. SMIF Incentive Grant Guidelines and Applications can be found at <http://smifoundation.org/applications.php>

#### **Council Member Schindle**

##### **Possible Mankato/North Mankato Area Athletic Facility Commission**

Council Member Schindle referenced the Council Workshop held at 6 p.m. on Tuesday, July 5, 2011 where discussion was held regarding area sports facilities and working with the All Seasons Arena Board to begin discussions about a Mankato/North Mankato Athletic Facility Commission. **Council Member Schindle moved, seconded by Council Member Steiner, to authorize Council Member Schindle to work with governmental units through the All Seasons Arena Board regarding an area athletic facility commission. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

#### **Council Member Freyberg**

##### **Funding of SBDC**

Council Member Freyberg reviewed the previous discussions held by the City Council and Port Authority regarding the funding of the Small Business Development Center. He expressed his concern to Mayor Dehen that Mike Nolan of the Small Business Development Center came before the Council at their June 20, 2011 meeting without being listed on the agenda. Mayor Dehen stated he did not believe a procedural error was made in allowing Mr. Nolan to appear before the Council since the decision had been made to fund the SBDC with Port Authority Funds and/or Community Development Funds. Council Member Freyberg reported he reviewed the Council meeting minutes of May 2, 2011 as they relate to this topic and believes the minutes did not accurately reflect the discussion. Council Member Freyberg respectfully requested for an addendum to the agenda when items are added. **Council Member Freyberg moved, seconded by Council Member Norland, to modify the standard Council agenda to include as Item 5 – Approve Agenda. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

Council Member Freyberg requested a breakdown of the costs for Caswell Fields 7 and 8 and the proposed sheet of ice. Administrator Sande reported this information will be presented as part of the first budget meeting.

**Report from the Mayor**

The Mayor offered condolences to the family of Don Benson, long-time North Mankato Fire Chief, who passed away on July 4, 2011.

The Mayor reported Fire Chief Pohlman has a 1925 picture of firefighters and is asking any firefighters from this era to help identify the names of those pictured.

The Mayor reported at their meeting of July 5, 2011, the Port Authority Commission approved a Central Business District grant for American Legion Post 518 to make improvements to their building at 256 Belgrade Avenue.

The Mayor reported the next “Coffee with the Council” is scheduled to be held at Spinner’s Bar and Grill from 10 a.m. to 11 a.m. on Saturday, July 16, 2011.

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

**Phil Henry, 1300 Noretta Drive**

Phil Henry, 1300 Noretta Drive, appeared before the Council and thanked Council Member Freyberg for requesting staff to ask South Central College for a training credit of \$5,000, stated he believes supporting the transit service directly competes with taxi and charitable transit service and stated the cost for enforcing regulations for pawn shops is an obligation of the government.

**Kim Spears, 916 South Avenue**

Kim Spears, 916 South Avenue, appeared before the Council and voiced his concern about the appearance of Mike Nolan of the Small Business Development Center at the June 20, 2011 meeting since this item was not listed on the agenda.

**Bills and Appropriations**

Council Member Steiner moved, seconded by Council Member Norland, to approve all bills and appropriations in the amounts of \$63,233.73 and \$725,232.99. 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 8:32 p.m.

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Mayor

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City Clerk