

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 4, 2022. Mayor Dehen called the meeting to order at 7:00 pm, asking that everyone join in the Pledge of Allegiance. The following were present for roll call: Council Members Steiner, Norland, Oachs, Whitlock and Interim City Administrator Fischer, Public Works Director Host, Finance Director McCann and City Clerk Van Genderen.

#### **Approval of Agenda**

**Council Member Norland moved, seconded by Council Member Steiner, to approve the agenda with Consent Agenda Item #10D moved. Vote on the Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.**

#### **Approval of Council Minutes from March 21, 2022, Council Meeting.**

**Council Member Whitlock moved, seconded by Council Member Norland, to approve the Council meeting minutes of March 21, 2022. Vote on the Steiner, Norland, Whitlock, and Dehen aye; Oachs abstain, no nays. Motion carried.**

#### **Approval of Council Work Session Minutes from March 28, 2022, Meeting.**

**Council Member Oachs moved, seconded by Council Member Steiner, to approve the Council Work Session Minutes from March 28, 2022. Vote on the Steiner, Norland, Oachs, and Dehen aye; Whitlock abstain, no nays. Motion carried.**

#### **Receive Dave Neiman Source Water Protection Award Certificate.**

Amanda Strommer, Planner Principal from the Minnesota Department of Health appeared before Council and presented a Certificate of Recognition to the City of North Mankato for its exemplary commitment to protecting its community drinking water source. She noted the City of North Mankato has engaged in many activities to preserve and improve the quality of its drinking water source, including assessing risks from deep injection wells, sealing a municipal well, and educating the community about drinking water protection and conservation. She thanked the Water Department, specifically Water Superintendent Duane Rader and Water Foreman Rudy Kleist for their work in improving and protecting the City's water source.

#### **Public Hearing, 7 p.m. Declaring Cost to be Assessed, on Project No. 21-06 ABCDEF McKinley Avenue Street & Utility Improvement Project.**

City Engineer Sarff reviewed the proposed project and the assessments. He reported the project area is McKinley Avenue from Sherman Street to Range Street and was included in the City's Capital Improvement Plan for 2022. The Preliminary Engineering Report was authorized on September 7, 2021, presented to Council on November 2, 2021, neighborhood meetings were held on November 8, 2021, and January 10, 2022, with the improvement hearing being held on November 15, 2021. The project includes sanitary sewer, watermain, storm sewer, street and surface improvements and the installation of street lights. The total cost for the project is \$1,743,700 with \$429,642 special assessment and the remaining \$1,314,058 from General Obligation Bonds. The calculated assessments ranged from \$5,000 to approximately \$20,000 per property. The City Council has instituted an assessment cap and staff is recommending a \$7,500 assessment cap for the McKinley Avenue project. City Engineer Sarff reported that several residents have requested and met the requirements for deferral.

William Rittenhous, 311 McKinley Avenue, appeared before Council and requested clarification on if the interest was compounded on deferrals. Finance Director McCann reported that historically the City has not compounded deferred assessment interest.

With no one else appearing before Council, Mayor Dehen closed the Public Hearing.

### **Consent Agenda**

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

- A. Bills and Appropriations.
- B. Res. No. 33-22 Approving Donations/Contributions/Grants.
- C. Approved Audio Permit for Mass in the Park at Wheeler Park on September 18, 2022, from 10:00 a.m. to 1:00 p.m.
- D. Approved 2022 Bookmobile Purchase of Services Contract Between Nicollet County and the City of North Mankato.
- E. Approved 2022 Library Purchase of Services Contract Between Nicollet County and the City of North Mankato.
- F. Approved Audio Permit for Hillside Youth Fundraiser on May 15, 2022, from 1 p.m. to 4 p.m. at Spring Lake Park Shelter 1.
- G. Res. No. 34-22 Consent Assessment Agreement.

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

### **Approved Seasonal Extension of Patio for Big Dogs from May-October 2022.**

Council Member Whitlock thanked Big Dog for operating their seasonal patio within the guidelines and laws established by City Code.

Council Member Oachs stated Big Dog does a good job following the rules.

**Council Member Steiner moved, seconded by Council Member Norland to Approve the Seasonal Extension of Patio for Big Dog from May-October 2022. Vote on the Steiner, Norland, Whitlock, and Dehen aye; no nays. Oachs abstain. Motion carried.**

### **Public Comments Concerning Business Items on the Agenda.**

Barb Church, 102 Wheeler Avenue, appeared before Council and spoke about Agenda Item #12A. She stated the residents of North Mankato should have an opportunity to help in the selection of the new City Administrator. Ms. Church also commented that the maximum salary listed on the profile is only \$20,000 less than what the City Manager in Mankato makes.

Tom Hagen, 927 Lake Street, appeared before Council and stated residents should have the opportunity to help in the selection of the new City Administrator.

Lucy Lowry, 2263 Northridge Drive, appeared before Council and stated the profile description is different than the actions of the previous administrator.

Matthew Peterson, 1032 Marie Court, appeared before Council and requested Civic and Commerce be allowed to have a part in the process for selecting the new City Administrator.

### **Business Items**

#### **Approved City Administrator Profile, Job Description, Advertising, and Search Timeline.**

Liza Donabauer, from David Drown Associates Company, appeared before Council and stated she was here to present the prepared profile, job description, and search timeline. She noted that City

staff reviewed the profile and provided changes and direction which have been incorporated into the information. Discussion was held, but it was determined to move forward with the profile as presented and specific semantic information could be sent directly to Ms. Donabauer. Discussion was held concerning changing the proposed salary range, including lowering the range. It was determined to leave the proposed salary range at \$135,000 to \$155,000. Discussion was held concerning the job description and the changes made by Ms. Donabauer were accepted. Mayor Dehen requested emphasis be placed on being accessible to outside duties including meetings with outside agencies. Ms. Donabauer reviewed the timeline noting that the dates will need to be finalized, but the particulars of what will be happening can still be determined. Ms. Donabauer reported she would be providing weekly updates to the Council.

**Res. No. 35-22 Adopting Assessment Project No. 21-06 ABCDEF McKinley Avenue Street & Utility Improvement Project.**

**Council Member Norland moved, seconded by Council Member Steiner to Adopt Res. No. 35-22 Assessment Project No. 21-06 ABCDEF McKinley Avenue Street & Utility Improvement Project. Vote on the Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.**

**Res. No. 36-22 Accepting Bid Project No. 21-06 ABCDEF McKinley Avenue Street & Utility Improvement Project.**

**Council Member Steiner moved, seconded by Council Member Oachs to Adopt Res No. 36-22 Accepting Bid Project No. 21-06 ABCDEF McKinley Avenue Street & Utility Improvement Project. Vote on the Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.**

**Res. No. 37-22 Declaring Cost to be Assessed, and Ordering Preparation of Proposed Assessment Project No. 21-05 ABCDEF Lor Ray Drive Improvement Project.**

City Engineer Sarff reported that bids for the Lor Ray Drive Street & Utility Improvement Project were opened on March 29<sup>th</sup> at 11:00 a.m. The project includes street and utility reconstruction on Lor Ray Drive from just north of White Oak Drive to Somerset Lane. Two bids were received:

Bidder	Bid Amount
Holtmeier Construction, Inc.	\$3,511,182.87
Geislinger & Sons, Inc.	\$4,320,842.30
Engineer’s Estimate	\$3,136,916.50

The low bidder for the project is Holtmeier Construction, Inc., from Mankato, Minnesota. Based on past performance with Holtmeier Construction, Inc., it is Bolton & Menk’s opinion that Holtmeier is qualified to perform the work.

In accordance with the City’s standard process for projects involving special assessments, an assessment hearing will be held prior to awarding the contract for the project. The assessment hearing is scheduled for May 2, 2022. Tonight staff is requesting the passage of two resolutions. A resolution declaring costs to be assessed and ordering the preparation of proposed assessment and a resolution for hearing on the proposed assessment.

**Council Member Steiner moved, seconded by Council Member Oachs to Adopt Res. No. 37-22 Declaring Cost to be Assessed, and Ordering Preparation of Proposed Assessment Project No. 21-05 ABCDEF Lor Ray Drive Improvement Project. Vote on the Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.**

**Res. No. 38-22 for Hearing on Proposed Assessment Project No. 21-05 ABCDEF Lor Ray Drive Improvement Project.**

**Council Member Oachs moved, seconded by Council Member Norland to adopt Res. No. 38-22 for Hearing on Proposed Assessment Project No. 21-05 ABCDEF Lor Ray Drive Improvement Project. Vote on the Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.**

### **City Administrator and Staff Comments**

Interim City Administrator Fischer invited the community out to the Twin Valley Council Boy Scouts of America and Business on Belgrade Bunnies on Belgrade event on Saturday, April 9, 2022. It is an adult easter egg drop.

Interim City Administrator Fischer reported National Library Week is Sunday, April 3-Saturday, April 9, and invited residents to visit the library and participate in events and drawings.

Interim City Administrator Fischer noted that Water Main Flushing began on the valley and hilltop today and will continue through April 22<sup>nd</sup>.

Interim City Administrator reported swim lesson registration is now open.

Interim City Administrator Fischer noted the City is still hiring for multiple summer seasonal positions including Caswell Sports Officials, Youth Sports Coaches, Public Works street staff and swim facility lifeguards.

Public Works Director Host reminded residents that junk pick-up is scheduled for lower North Mankato on April 18-22 and upper North Mankato on April 25-29.

City Clerk Van Genderen reported Absentee Voting is now available for the Nicollet County Commissioner District 3 Special Election. This special election is only for North Mankato residents in Precincts 1, 2, and 3 and will be held on Tuesday, April 12. Polls will open at 7:00 am and close at 8:00 pm. Absentee Voting will be open through April 11. To request an absentee ballot, visit the Nicollet County website.

### **Mayor and Council Comments**

Council Member Norland noted that she had received a complaint about traffic noise on Lookout Drive and the concern included a request to reduce the speed limit.

Interim City Administrator reported the corridor is in the process of being studied and recommendations will be made. The study is expected to be completed this fall.

Council Member Whitlock requested clarification on when Somerset Lane is scheduled for work. City Engineer Sarff reported it is planned for 2023.

Council Member Oachs thanked all of the donors and invited people out to a Connecting Commerce Event and Social at Curiosi-Tea House.

Mayor Dehen thanked the Water Department for their work on the Wellhead Protection Plan.

At 8:15 pm, on a motion by Council Member Norland, seconded by Council Member Steiner, the Council Meeting was adjourned.

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Mayor

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City Clerk