

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 18, 2020. 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 roll call: Council Members Steiner, Norland, Oachs, Whitlock, and Mayor Dehen, City Administrator Harrenstein, City Attorney Kennedy, Finance Director McCann, Community Development Director Fischer, Public Works Director Host, and City Clerk Van Genderen.

**Approval of Agenda**

**Council Member Norland moved, seconded by Council Member Whitlock, to approve the agenda. Vote on the motion: Steiner, Norland, Oachs, Whitlock and Dehen aye; no nays. Motion carried.**

**Approval of Council Meeting Minutes February 3, 2020.**

**Council Member Norland moved, seconded by Council Member Steiner, to approve the minutes of the Council meeting of February 3, 2020. Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.**

**Public Hearing, 7 pm Ordinance No. 125, Fourth Series, an Ordinance Amending the Code of Ordinances for the City of North Mankato, Minnesota.**

Barb Church, 102 Wheeler Avenue, appeared before Council and discussed Plan A and Plan B cities commenting that North Mankato is a Plan A City. She noted that many Plan B cities with City Managers only allow a purchasing power of \$20,000. Ms. Church stated the City should make sure a bond is issued for the City Administrator position. She also indicated the City Administrator should not consolidate the roles of Finance Director and City Clerk into his position. Ms. Church also disagreed with removing the two-year city administrator contract renewal information in the City Code.

Tom Hagen, 927 Lake Street, appeared before Council and objected to giving the City Administrator additional purchasing power. He also indicated he did not agree with the Finance Director duties being a part of the City Administrator duties.

Arlene Glaser, 601 Bennett Street, appeared before Council and stated she believes every business needs checks and balances and the proposed ordinance changes would not provide that balance.

**Consent Agenda**

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

- A. Bills and Appropriations.
- B. Res. No. 18-20 Approving Donations/Contributions/Grants.
- C. Res. No. 19-20 Approving Consent Assessment Agreement.
- D. Approve the January 1, 2020-December 31, 2021, Labor Agreement between the City of North Mankato and the North Mankato Police Officers Local #305.
- E. Res. No. 20-20 Authorizing the City Administrator to Execute an Agreement with the State of Minnesota.

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

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

None.

**Business Items****Ordinance No. 125, Fourth Series, an Ordinance Amending the Code of Ordinances for the City of North Mankato, MN.**

Community Development Director Fischer reviewed proposed planning and zoning code changes which included requiring fees for residential rental licensing and renewals be established by resolution, changes to the water service lines, building sewer and connectors requiring individual services installed for each unit, garbage containers must not be stored in front yard building setbacks or any area of the front yard and increased private garage sizes from 1200 square feet to 1400 square feet.

City Administrator Harrenstein reported the removal of the term for the City Administrator position brings it in line with current practice. A term limit would not be enforceable with the current contract the City has established and no new administrator would agree to those terms. He noted the removal of the bond requirement does not change the fact that a standard indemnification clause is included with the insurance. City Administrator Harrenstein stated the checks and balances are managed with the audit and in the Standard A City, the City Administrator hires and oversees the position of Clerk and Treasurer. City Administrator Harrenstein reported the changes to the contract power reflect the changes that Council approved in 2018 which changed the contract information to reflect State Statute. The ordinance passed in 2018 allows for contracts less than \$25,000, the City Administrator is authorized to enter into the contract in the open market directly, contracts between \$25,000 to \$175,000 the contract may be made either upon sealed bids or by direct negotiation, by obtaining two or more quotations and contracts over \$175,000 require sealed bids solicited by published public notice. The authorization is for contracts and all spending is detailed in the bills that Council approves providing Council with knowledge and approval of all contracts. Council Member Oachs expressed concerns about the amount that would be authorized, and if remaining at the current amount of \$15,000 would be an issue. City Administrator Harrenstein reported there would be issues and invited Public Works Director Host for additional information. Public Works Director Host reported there are regularly contracts signed for \$80,000 to \$100,000 just for maintenance materials for the roads. If City staff was bound to wait until a Council meeting, it would slow the process and could potentially cost the City money because they would not be able to secure bids at lower rates. Rates fluctuate substantially due to fuel costs and other outside influences. Mayor Dehen commented that the audit helps maintains the checks and balances. He noted that the City Administrator is the only staff member that answers directly to the Council. The staff report to the administrator and the Council directs the administrator and sets goals. He indicated the changes would pull the code into current practices. **Council Member Steiner moved, seconded by Council Member Norland to Adopt Ordinance No. 125, Fourth Series, an Ordinance Amending the Code of Ordinances for the City of North Mankato, MN. Vote on the motion: Steiner, Norland, Oachs, Whitlock and Dehen aye; no nays. Motion carried.**

**Ordinance No. 127, Fourth Series, an Ordinance of the City of North Mankato, MN, Amending North Mankato City Code, Chapter 156, Entitled "Zoning Code."**

**Council Member Steiner moved, seconded by Council Member Norland to Adopt Ordinance No. 127, Fourth Series, an Ordinance of the City of North Mankato, MN, Amending North Mankato City Code, Chapter 156, Entitled "Zoning Code." Vote on the motion: Steiner, Norland, Oachs, Whitlock and Dehen aye; no nays. Motion carried.**

**Res. No. 21-20 Requesting the Advance of Municipal State Aid Funds for Federally Funded Construction Projects.**

City Engineer Sarff reported a portion of the federal funding for the Dakota Meadows Middle School Safe Routes to School Project is designated for the year 2021. Through the resolution, the City is requesting an advance of Municipal State Aid funds for the 2021 funding so the project can be constructed in 2020. The advanced funds will be repaid when the City receives the federal funding in 2021. **Council member Norland moved, seconded by Council Member Steiner to adopt Res. No. 20-21 Requesting the Advance of Municipal State Aid Funds for Federally Funded Construction Projects. Vote on the motion: Steiner, Norland, Oachs, Whitlock and Dehen aye; no nays. Motion carried.**

**Res. No. 22-20 Requesting the Advance of Municipal State Aid Funds for Municipal Construction Projects and Bond Principle Payment.**

City Engineer Sarff reported the resolution requests an advance of Municipal State Aid Funds for the construction of the Dakota Meadows Middle School Safe Routes to School Project, Mill & Overlays on three MSA streets (Lee Boulevard, Marie Lane and Howard Drive), Monroe Avenue Reconstruction Project, and the completion of the Commerce Drive project. An advance was also being requested for the payment of the bond principal of the existing State Aid bond that was taken out in 2015 for the TH 14/CSAH 41 interchange project. **Council Member Norland moved, seconded by Council Member Steiner to Adopt Res. No. 22-20 Requesting the Advance of Municipal State Aid Funds for Municipal Construction Projects and Bond Principle Payment. Vote on the motion: Steiner, Norland, Oachs, Whitlock and Dehen aye; no nays. Motion carried.**

**Res. No. 23-20 Ordering Preparation of Report on Improvement for project No. 20-03 ABCDEF Countryside Drive Improvement Project.**

City Administrator Harrenstein reported during the 2020 budget process; staff reported there might be changes to the projects based on when projects/developments come together. A single-family housing development is proposed in the Coventry area and Countryside Drive is a road off LorRay and a portion of the road is a township road. A development agreement is being negotiated and improvements need to be considered. City staff requests permission to study the project. Mayor Dehen commented that the improvement of the road might alleviate issues with the parking at Walter S. Farm park. Public Works Director Host reported staff might suggest not continuing the ravine improvement in 2020 to help fund the Countryside project. He noted the City Engineer had suggested a year of reviewing the completed ravine improvements would help direct the ravine improvement in the future. **Council Member Steiner moved, seconded by Council Member Norland to Adopt Res. No. 23-20 Ordering Preparation of Report on Improvement for project No. 20-03 ABCDEF Countryside Drive Improvement Project. Vote on the motion: Steiner, Norland, Oachs, Whitlock and Dehen aye; no nays. Motion carried.**

**Res. No. 24-20 Relating to \$2,410,000 General Obligation Refunding Bonds, Series 2020A, Concurring in the Action of the North Mankato Port Authority Commission in Awarding the Issuance and Sale Thereof and Authorizing the execution of a Continuing Disclosure Certificate.**

Tammy Omdal from Northland Securities appeared before Council and stated the resolution is a concurring resolution to the Port Authorities action earlier in the evening. The bond will not be restructured, but there are an interest savings of \$309,982.00. Mayor Dehen noted that for the remaining life of the bond, there would be a savings of approximately \$30,000 a year. **Council**

**Member Steiner moved, seconded by Council Member Whitlock to adopt Res. No. 24-20 Relating to \$2,410,000 General Obligation Refunding Bonds, Series 2020A, Concurring in the Action of the North Mankato Port Authority Commission in Awarding the Issuance and Sale Thereof and Authorizing the execution of a Continuing Disclosure Certificate. Vote on the motion: Steiner, Norland, Oachs, Whitlock and Dehen aye; no nays. Motion carried.**

**Receive Pavement Management System of North Mankato 2019-Report Update.**

Public Works Director Host reported the original report was received in 2014. The goal of the pavement management report is to provide a snapshot in time of the system to assist staff and council in understanding system conditions, assist City Council in making decisions regarding pavement maintenance/preservation, and provide recommendations regarding required investments to effectively maintain/preserve pavements. Public Works Director Host reviewed the lifecycle of pavement and how additional maintenance increases the life of the pavement. A review of the pavement conditions in 2014 showed an average pavement condition of 6.9% compared to an average pavement condition in 2019 of 7.4%. The pavement preservation plan relies on the use of several forms of preservation including crack sealing, asphalt patching, chip seal, fog seal and pavement rejuvenator. Public Works Director Host reviewed the current budget allocations with the report recommendations which increased the use of rejuvenator/chip seal/fog seal. The increased use of those management practices would increase expenditures by \$55,000. The report also included an increase in the budget of \$44,000 for increased mill and overlay. **Council Member Norland moved, seconded by Council Member Steiner to approve the Pavement Management System of North Mankato 2019-Report Update. Vote on the motion: Steiner, Norland, Oachs, Whitlock and Dehen aye; no nays. Motion carried.**

**Open Forum**

Barb Church, 102 Wheeler Avenue, appeared before Council and reported North Mankato is a Plan A, Class 3 City, and larger Plan B cities with a City Manager as the purchasing agent have less purchasing power.

**City Administrator and Staff Comments**

City Administrator Harrenstein encouraged residents to participate in Connecting Commerce raffle, which will conclude on February 29, 2020. The fundraiser is for our local Fire Department.

Public Works Director Host reported the swim facility is gearing up and encouraged residents to sign up for classes, events, and swim lessons.

City Clerk Van Genderen encouraged everyone to get out and vote in the Presidential Nomination Primary on March 3, 2020; polls are open from 7 am to 8 pm.

**Mayor and Council Comments**

Council Member Oachs requested a high-level quarterly budget review.

Council Member Norland reported Community Development Director Fischer and herself met with Minnesota Master Gardners and will work with them to create some education sessions on pollinator gardens.

Council Member Whitlock congratulated City Administrator Harrenstein and his wife, Angelyn, on the birth of their daughter.

Mayor Dehen noted several thank-yous for donations.

At 8:20 p.m. on a motion by Council Member Steiner, seconded by Council Member Norland, the Council Meeting was adjourned.

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Mayor

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City Clerk