

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 June 15, 2020. City Administrator Harrenstein on March 31, 2020, under MN Statute Section 13D.021, declared the use of electronic meetings due to the COVID-19 pandemic. Mayor Dehen called the meeting to order at 7:00 pm, asking that everyone join in the Pledge of Allegiance. The following were present remotely through Zoom for roll call: Council Members Oachs, Whitlock, Steiner, City Attorney Kennedy, Finance Director McCann, Community Development Director Fischer, Library Director Heintz, Caswell Sports Director Tostenson, and Police Chief Gullickson, Public Works Director Host, present in the Council Chambers for roll call: Council Member Norland, Mayor Dehen, City Administrator Harrenstein, and City Clerk Van Genderen. Citizen participation was available through teleconference and live stream of the meeting.

Approval of Agenda

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

Approval of Emergency Council Minutes from the May 30, 2020, Emergency Council Meeting.

Council Member Norland moved, seconded by Council Member Steiner, to approve the minutes of the Emergency Council meeting of May 30, 2020. Vote on the motion: Whitlock, Steiner, Norland, Oachs, and Dehen aye; no nays. Motion carried.

Approval Council Minutes from the June 1, 2020, Council Meeting.

Council Member Norland moved, seconded by Council Member Steiner, to approve the minutes of the Council meeting of June 1, 2020. Vote on the motion: Whitlock, Steiner, Norland, Oachs, and Dehen aye; no nays. Motion carried.

Approval Council Work Session Minutes from the June 8, 2020, Council Session.

Council Member Norland moved, seconded by Council Member Steiner, to approve the minutes of the Council Work Session of June 8, 2020. Vote on the motion: Whitlock, Steiner, Norland, Oachs, and Dehen aye; no nays. Motion carried.

Consent Agenda

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

- A. Bills and Appropriations.
- B. Res. No. 53-20 Approving Donations/Contributions/Grants.
- C. Approved North Mankato Public Art Agreement with the Circle Inn.
- D. Approved Audio Permit for Jack Wedding on August 29, 2020, in Spring Lake Park from 7:00 am until 10:00 pm.

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

Public Comments Concerning Business Items on the Agenda

None.

Business Items

Z-2-20 Request to Zone Part of Sections 1&2 as R-1, One-Family Dwelling. Ordinance No. 129 Fourth Series Zoning Part of Sections 1 & 2 As R-1, One-Family Dwelling.

Community Development Director Fischer reported the applicant recently annexed 109 acres of land into the City limits to accommodate future single-family residential development. As the property is now in the City limits, it is necessary to provide a zoning classification based on the intended use of the property. The applicants' are proposing to zone the property as R-1, One-Family Dwelling. Included in the packet is the Future Land Use Map, which is in the Comprehensive Plan that guides the future use and zoning of the land. The applicants' property is guided for Low-Density Intermediate Residential. The minimum lot size requirements in City Code for R-1 lots are as follows: Lot width-90 feet, Lot depth-100 feet, and Lot size-9,000 square feet. **Council Member Steiner moved, seconded by Council Member Oachs, to adopt Ordinance No. 129 Fourth Series Zoning Part of Sections 1 & 2 as R-1, One-Family Dwelling.** Mayor Dehen noted that there were several large open spaces between lots, and questioned their use? Community Development Director Fischer reported those would be reserved for stormwater holding ponds. Mayor Dehen asked clarification on the termination of Haughton into a piece of property that is not being annexed into the City. Community Development Director Fischer reported the property is not annexed, and there would be a cul-de-sac at that point. Council Member Norland commented on the letters included in the packet, which were concerned with traffic and speed. Council Member Norland noted she drove on the property and indicated she was concerned about the speed of those driving on the street. Council Member Oachs said this is for zoning, and the question could be considered during the Development Agreement discussion. **Vote on the motion: Whitlock, Steiner, Norland, Oachs, and Dehen aye; no nays. Motion carried.** City Administrator Harrenstein suggested discussing the Preliminary Plat of Prairie Heights before the development agreement to answer some of the questions that were being discussed.

Consider Approving Preliminary Plat of Prairie Heights.

City Administrator Harrenstein stated the comments received from the surrounding neighborhood were thoughtful and consisted of two primary concerns: safety and parkland. He noted the plat does not include a park area. The North Mankato Parks Plan reveals that there are more acres of parkland per population than the national average and the area in question is served by the Walter S. Farm Park. City Administrator Harrenstein reported Countryside is one of the last rural roads in the community and the project will improve the road to an urban section. The development will be completed in phases so that traffic would increase slowly and any problems that arise can be addressed. Currently, there are no immediate concerns. The new road will improve the safety of the street with sidewalks on both sides and an on-street bike sharrow. Mayor Dehen reported based on the City's size and population, the City should have 18 acres parkland, and the City has 23 acres. As the development slowly increases/grows, the City can implement stop signs and other options to slow the speed of traffic. City Engineer Sarff stated he reviewed the comments, and most were related to Countryside Drive, not having the correct functionality for the expanded development. He reported most of those concerns would be addressed with the improvement to the road, but the area will be monitored to determine if additional traffic controls should be added. City Administrator Harrenstein commented that the plat shows several outlots that may need to be connected as stormwater holding ponds and a replat may occur later. Phase 1 has 46 lots and will be an attractive addition and will be good for the community. Community Development Director Fischer reported the ravines would either be dedicated to the City or put in a conservation easement to ensure the City can protect and maintain the ravines. The Planning Commission will review that information when it has the Final Plat. Further

discussion was held concerning traffic control when the new 45 houses are built, and it was decided staff could continue to monitor the traffic as the development grows. **Council Member Norland moved, seconded by Council Member Whitlock, to Approve the Preliminary Plat of Prairie Heights. Vote on the motion: Whitlock, Steiner, Norland, Oachs, and Dehen aye; no nays. Motion carried.**

Consider the Development Agreement for Prairie Heights.

City Administrator Harrenstein reported the Development agreement was between the City of North Mankato and Prairie Heights Development, LLC. The City’s responsibilities include the reconstruction of a portion of Countryside Drive from Haughton Avenue to Coventry Lane, construct oversized stormwater ponds to provide stormwater management for Countryside Drive, excess stormwater discharge rate control, stormwater treatment, any wetland mitigation, and assess costs in accordance with the assessment policy. The developer will privately construct and finance the improvement and will be completed within 12 months of the date of the agreement. The developer agrees to build five homes annually until all phases of the development are completed. The proposed development property currently has \$352,598.75 in outstanding deferred assessments, and the developer agrees to pay all outstanding deferred assessments prior to the City beginning reconstruction of the Countryside Drive and within seven calendar days of the final plat for phase one of the Prairie Heights Subdivision being approved by the North Mankato City Council. The developer will begin construction of Prairie Heights Phase 2 Subdivision consisting of 46 lots within 36 months of the date of this agreement. The City will defer the special assessments for the public improvements described in the agreement that benefit the lots adjacent to Countryside Drive that are included in Phase 2 until construction begins on Phase 2 or 36 months of the date of this agreement. City Administrator Harrenstein thanked Rich Weyhe from Prairie Heights Development for working with the City to develop the land and create an asset. Mayor Dehen stated this is a great infill project, and the collection of the deferred assessments will help the budget. **Council Member Norland moved, seconded by Council Member Steiner, to adopt the Development Agreement for Prairie Heights. Vote on the motion: Whitlock, Steiner, Norland, Oachs, and Dehen aye; no nays. Motion carried.**

Res. No. 54-20 Accepting Bid Dakota Meadows Middle School Safe Routes to School (SRTS) Improvement Project SP 150-090-003, MINN. PROJ. NO. TA 5220 (152) City Project NO. 19-07 DE.

City Engineer Sarff reported bids were received and opened on Thursday, May 28th at 11:00 am. Three bids were received below is the tabulation:

Nielsen Concrete, LLC	\$627,574.54
W.W. Blacktopping, Inc	\$670,008.09
Dirt Merchant, Inc.	\$672,022.58

The winning bid was Nielsen Concrete, LLC, which is 17% below the engineer’s estimate of \$753,558.95. City Engineer Sarff requested the resolution be amended to include that the contract will be awarded following MnDOT award approval. City Administrator Harrenstein stated the trail would continue the plan to connect the City. **Council Member Steiner moved, seconded by Council Member Norland, to adopt Res. No. 54-20 Accepting Bid Dakota Meadows Middle School Safe Routes to School (SRTS) Improvement Project SP 150-090-003, MINN. PROJ. NO. TA 5220 (152) City Project NO. 19-07 DE amended with language stating the contract will not be awarded**

until after MnDOT award approval. Vote on the motion: Whitlock, Steiner, Norland, Oachs, and Dehen aye; no nays. Motion carried.

Discuss City Facility Reopening Guidelines.

City Administrator Harrenstein reported the document presented is nearly identical to one reviewed by City Council a few weeks earlier at a meeting. He stated the document includes plans for reopening City Hall, the Police Annex, the Library, Caswell Park, and references to the swim facility. The plan would be to open everything on Wednesday, June 17th. City Administrator Harrenstein reviewed the specific policies and requested clarification on if the City Council would be comfortable reopening. He stated it was unclear from the State whether Caswell softball leagues should begin reopening. He noted the association and staff are comfortable with the reopening, but no definitive guidance has been provided from the State, he noted neither he nor the staff could recommend opening but would defer to the Council's desire on whether to open. Council Member Oachs encouraged the public to understand that there will be changes with how customer service is managed, and that staff may need additional time to adjust. A discussion was held concerning managing social distancing at the swim facility and how staff will manage those issues. Library Director Heintz reported the swim facility staff was trained and felt comfortable managing the problems and directing difficult problems or situations to those in charge. She commented that the library staff is ready and feels comfortable with the opening. Mayor Dehen requested clarification on if the Blue Earth County Library would be opening also. Library Director Heintz stated they were not comfortable opening at this time, but St. Peter and New Ulm Libraries were opening on June 15th. She did request permission to remain closed on Saturday. Caswell Sports Director Tostenson reported Caswell Park has an opportunity to host a small tournament on the weekend of June 20th. Clear protective measures would be taken to protect players. Still, he noted the State had not provided clear guidance that the ballpark could open. A discussion was held concerning other outdoor activities being allowed, clear direction to all players being established, and the use of a waiver of liability for added protection for the City. Attorney Kennedy reported a City has certain immunities, but the insurance company would encourage the use of the waiver. A continued discussion was held concerning if the City would permit the opening of softball and volleyball even without clear state guidance. Council Member Oachs stated she would be comfortable if there is clear guidance. Council Member Steiner requested clarification on if the Governor's office has provided guidance. Mayor Dehen commented the office has been mute, but gatherings of up to 250 people are allowed. Council Member Steiner stated he was comfortable if the players stay within the guidelines and practice social distancing. Council Member Whitlock stated he was comfortable. Mayor Dehen said he would also approve if a waiver is signed by all participants. Council Member Norland stated she agreed that they should try to move forward with the games.

Council Member Norland moved, seconded by Council Member Whitlock to Open Softball and Volleyball Leagues and Tournaments at Caswell with Social Distancing and Every Participant Signing a Waiver. Vote on the motion: Whitlock, Steiner, Norland, Oachs, and Dehen aye; no nays. Motion carried.

Open Forum

None.

City Administrator and Staff Comments

City Administrator Harrenstein thanked Library Director Heintz and Aquatics Programming Director Sands for their work at the swim facility. He thanked Library Director Heintz for putting the Drive-In-Movie together.

Public Works Director Host reported the Spring Drop Off event was a well-attended event with 2,360 vehicles going through the gate, which averages out to 450 vehicles a day. He stated 255.79 tons of garbage was disposed of during the long weekend. Public Works Director Host reported the mill and overlay projects for 2020 would be concluded within the week. Additional projects would begin in the next few weeks, including the Monroe Avenue reconstruction and the Dakota Meadows project.

Finance Director McCann reviewed COVID-19 Budget impact information reporting the City is anticipating a \$950,000 revenue shortfall across all funds. He noted that Caswell Sports revenue is tied to expenditures, and that will work out. He stated the Department Heads were requested to reduce their budgets by 5% to reflect the loss in the General Fund. Department Heads have made adjustments and are following the new budgets. Most cut supplies, personnel, travel, and training. He stated additional information would be forthcoming as work continues on the budget.

Library Director Heintz reported the library and swim facility were looking forward to opening the facilities.

Community Development Director Fischer reported North Mankato had had a self-response rate for the 2020 Census of 80%. The State of Minnesota has a response rate of 70%, and nationally the response rate is 61%, so North Mankato is doing a great job of reporting.

Police Chief Gullickson reported the reserve police force had begun park patrols on Thursday, Friday, and Saturday. They are a visible presence in the park and are helping to police the dog issues that have been reported. The reserves are also working on meeting the public and providing a positive presence.

Mayor and Council Comments

Council Member Oachs reported she would like to begin the Budget Work Sessions as this budgeting year will be difficult.

Council Member Oachs encouraged people to get out and look at the new sculptures.

Council Member Whitlock thanked the Police Reserves for patrolling the park and providing a positive interaction opportunity.

Council Member Steiner requested information on if a final location for Sitting Bull statue has been established. City Administrator Harrenstein reported he completed a tour with local native American representatives who took pictures of possible places and forwarded those possibilities to the Hauk Papa tribe for direction.

Mayor Dehen commented that the new City Art looked good but encouraged residents to visit Commerce Drive to view the new statues associated with the Commerce Drive project.

Council Member Norland commented that she had walked around the drive-in movie, and it was an exciting event.

Council Member Norland stated she was grateful for how well the drop-off went.

Council Member Norland encouraged residents to be mindful of how much plastic we consume and to reduce the use as the plastic is finding its way into our food source.

Mayor Dehen requested clarification on if City staff have direction on when to open the Council Meetings back to in-person meetings. City Administrator Harrenstein stated staff do not have recommendations but will review what other cities are doing and provide a recommendation at the next Council Meeting on July 6, 2020.

At 8:36 pm on a motion by Council Member Norland, seconded by Council Member Steiner, the Council Meeting was adjourned.

Mayor

City Clerk