

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 March 16, 2020. 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 Norland, Whitlock, Steiner, Council Member Oachs joined the meeting remotely via Facetime, 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 Steiner, to approve the agenda. Vote on the motion: Norland, Oachs, Whitlock, Steiner, and Dehen aye; no nays. Motion carried.

Approval of Council Meeting Minutes March 2, 2020.

Council Member Norland moved, seconded by Council Member Whitlock, to approve the minutes of the Council meeting of March 2, 2020. Vote on the motion: Norland, Whitlock, Steiner, and Dehen aye; Oachs abstain. Motion carried.

Approval of Special Council Meeting Minutes March 9, 2020.

Council Member Steiner moved, seconded by Council Member Whitlock, to approve the minutes of the Special Council Meeting of March 9, 2020. Vote on the motion: Norland, Whitlock, Steiner, and Dehen aye; Oachs abstain. Motion carried.

Approval of Council Work Session Meeting Minutes March 9, 2020.

Council Member Steiner moved, seconded by Council Member Whitlock, to approve the minutes of the Council Work Session of March 9, 2020. Vote on the motion: Norland, Whitlock, Steiner, and Dehen aye; Oachs abstain. 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. 28-20 Approving Donations/Contributions/Grants.
- C. Waived the Monetary Limits on Municipal Tort Liability Established by Minnesota Statute 466.04, to the Extent of the Limits of the Liability Coverage Obtained from LMCIT.
- D. Res. No. 31-20 Waiving Waiting Period for Exemption from Lawful Gambling License for Holy Rosary Church on May 18, 2020.

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

Public Comments Concerning Business Items on the Agenda

None.

Business Items

Approve Preliminary & Final Plat of Sheffield Woods No. 2. A Request from Wayne & Kimberly Veroeven and David & Mary Jo Cordes.

Community Development Director Fischer reported the applicants each own property within the same subdivision and shared a mutual property line. To have enough space to install a swimming pool, the owners of 14 Camden Court are proposing to purchase a small amount of property from the owner's of 2330 Abbywood Lane along their mutual property line. This type of land purchase requires the replatting of the properties. Planning Commission reviewed the proposed platting and recommended the application.

Council Member Norland moved, seconded by Council Member Steiner, to Approve Preliminary & Final Plat of Sheffield Woods No. 2. A Request from Wayne & Kimberly Veroeven and David & Mary Jo Cordes. Vote on the motion: Norland, Oachs, Whitlock, Steiner, and Dehen aye; no nays. Motion carried.

Approve Preliminary & Final Plat of Rolling Green Addition No. 4. A Request from Nicco Property, LLC.

Community Development Director Fischer reported that in 2002, Rolling Green Addition was platted. The plat included four lots on the east side of Rolling Green Lane for townhome development and reserved future development on Outlots A, B, and C. Since 2002, Outlot C and Outlot B have been replatted for development. The applicant is proposing to construct an apartment building on Outlot A. Since development can not occur on an Outlot, it is necessary to replat the property to a lot and block. The Planning Commission reviewed and recommended the platting.

Council Member Norland moved, seconded by Council Member Steiner, to Approve the Preliminary & Final Plat of Rolling Green Addition No. 4. A Request from Nicco Property, LLC. Vote on the motion: Norland, Oachs, Whitlock, Steiner, and Dehen aye; no nays. Motion carried.

Res. No. 29-30 Accepting Bid Project No. 20-02D State Aid Overlay Improvement Project.

City Engineer Dan Sarff appeared before Council and reported two bids were received and opened on Tuesday, March 10th at 11:00 am for Project No. 20-02 D State Aid Overlay Improvement Project. He reported W.W. Blacktopping, Inc. submitted a bid of \$721,118.87, and OMG Midwest, Inc. submitted a bid of \$748,928.95. The low bid was below the engineer's estimate of \$740,633.85. It was recommended to award the contract to W.W. Blacktopping, Inc.

Council Member Steiner moved, seconded by Council Member Norland, to Adopt Res. No. 29-30 Accepting Bid Project No. 20-02D State Aid Overlay Improvement Project. Vote on the motion: Norland, Oachs, Whitlock, Steiner, and Dehen aye; no nays. Motion carried.

Res. No. 30-30 Receiving Feasibility Report and Calling Hearing for Project No. 20-03 ABCDEF Countryside Drive Improvement Project.

City Engineer Sarff appeared before Council and reported the proposed project area is Countryside Drive from Haughton Avenue to Coventry Lane. Development is proposed on the property north of Countryside Drive, and infrastructure improvements may be required. Council authorized the Preliminary Engineering Report on February 18, 2020.

City Engineer Sarff reported the proposed project includes Sanitary Sewer Systems, Watermain, Storm Sewer, and Street and Surface improvements. Sanitary sewer system improvements included a new 8-inch sanitary sewer system to serve new residential lots, construction of new precast concrete maintenance holes, and new sanitary sewer services from sewer main to the right of way. The watermain improvements include new 8-inch watermain stub outs to the north to accommodate the new development and new 1-inch plastic service lines for new lots. Storm sewer improvements include new 12 inches to 30-inch storm sewer pipe, modification of the existing storm sewer near Haughton Avenue, and storm sewer outlets. The proposed street and surface improvements include the

reconstruction of the 40' wide street, which will accommodate two lanes of traffic and a dedicated/shared bike lane, curb and gutter, a new 6-foot wide concrete sidewalk, and new street lights. City Engineer Sarff reviewed the pedestrian and bicycle accommodations, which included new 6' wide sidewalk on the north side of Countryside Drive and the use of a sharrow on the street to accommodate bikes. Mayor Dehen stated he wants to encourage the inclusion of the bicycle trail to complete connections from Walter S. Farm to Benson Park and then to Dakota Meadows.

City Engineer Sarff reported the estimated project cost was \$1,624,900, which included contingencies, administration, engineering, and financing costs. Mayor Dehen requested clarification on if new automatic meter readers would be installed at the houses currently on Countryside. City Administrator Harrenstein reported they would be installed. A discussion was held about the calculated assessments with the assessment cap, which would range from \$6,500 to \$7,500.

City Administrator Harrenstein commented that regional ponding would be included with the project to manage stormwater. Mayor Dehen said that this might be a good opportunity to stub out utilities to Walter S. Farm park for future installation of restrooms.

City Engineer Sarff reviewed the proposed schedule, which could change based on the current situation with COVID-19. It was indicated some of the meetings might become virtual meetings.

Council Member Norland moved, seconded by Council Member Steiner, to adopt Res. No. 30-30 Receiving Feasibility Report and Calling Hearing for Project No. 20-03 ABCDEF Countryside Drive Improvement Project. Vote on the motion: Norland, Oachs, Whitlock, Steiner, and Dehen aye; no nays. Motion carried.

Open Forum

None.

City Administrator and Staff Comments

City Administrator Harrenstein reported City staff and the executive team are prepared to continue services to all residents during the COVID-19 pandemic. He noted employee guidelines to protect employees and provide flexibility during the outbreak have been established which includes telework opportunities, staggering work schedules, maintaining social distancing, limiting large gatherings, limiting non-essential work travel, staying home if ill, flexibility with sick time leave, increased disinfection, and those with underlying medical conditions are encouraged to stay home. The Taylor Library has been closed effective until March 27, 2020, but electronic materials are available for checkout. Mayor Dehen commented this might be a good time to offer drop off delivery.

City Administrator Harrenstein reviewed planned adjustments for City services in response to COVID-19. City Administrator Harrenstein reported the inspections department will continue inspections but will be asking residents if they are exhibiting symptoms before visiting a home for a general inspection. The department has also suspended inspections of established rentals but will continue inspections of new rental licenses, strikes on existing licenses, and safety complaints. Public Works has postponed water shut offs because handwashing and sanitation are recommended to combat the spread of COVID 19. The Finance Department and Police Department may begin staggering work schedules and utilizing telework capabilities as a back-up for those who will be taking leave for childcare or other healthcare reasons. All staff is prepared to continue operations.

Mayor Dehen commented future meetings might be held as e-meetings. Attorney Kennedy said the City would need to consider options to ensure that all meetings are open to the public. City Administrator Harrenstein commented all Work Sessions had been canceled until after March 27, 2020.

Chief of Police Gullickson reported an Emergency Operations Center demonstration occurred on Monday morning with additional training planned in the future.

Mayor and Council Comments

Council Member Oachs commented that Governor Walz’s declaration to shut down all bars and restaurants would hurt many businesses, but stated she understands the need to protect the public. She commented that Spinners might have curbside pickup or delivery.

Mayor Dehen stated these are extraordinary times, and he appreciates the patience and understanding of the community. He commented that North Mankato has a great sense of community, and this is a great opportunity for residents to work together to help provide for their neighbors by offering to shop for elderly neighbors or assist with those that do not have daycare.

Mayor Dehen encouraged residents to sign-up for Nixle, which will be used during the COVID-19 outbreak if there is an emergency. The City will also communicate through news media outlets, social media, and the website.

Mayor Dehen encouraged patience and residents to come together during uncertain times.

At 8:01 pm on a motion by Council Member Steiner, seconded by Council Member Norland, the Council Meeting was adjourned.

Mayor

City Clerk