

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 May 18, 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, Public Works Director Host, Library Director Heintz, and Police Chief Gullickson, 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: Norland, Oachs, Whitlock, Steiner, and Dehen aye; no nays. Motion carried.**

### **Approval of Council Meeting Minutes May 4, 2020.**

**Council Member Steiner moved, seconded by Council Member Norland, to approve the minutes of the Council meeting of May 4, 2020. Vote on the motion: Norland, Oachs, Whitlock, Steiner, and Dehen aye; no nays. Motion carried.**

### **Public Hearing, 7 pm Project No. 20-03 ABCDEF Countryside Drive Improvement Project.**

City Engineer Sarff reported the proposed project area is from Houghton Avenue to Coventry Lane. There is a residential development proposed on property north of Countryside Drive that requires infrastructure improvements on Countryside Drive. The preliminary engineering report was authorized by Council on February 18<sup>th</sup>, and information was sent to property owners the week of March 23<sup>rd</sup>. Engineer Sarff reviewed the Sanitary Sewer System's existing conditions, which includes a 27" trunk sanitary sewer constructed in 1996 and existing residential properties currently have sanitary sewer services. The proposed improvements include a new 8" sanitary sewer system to serve new residential lots on the north side of Countryside Drive. The existing Watermain System consists of a 16" ductile iron watermain constructed in 1998. Existing residential properties on the south side of Countryside Drive currently have water service. Proposed improvements include new 8" watermain stub outs to the north to accommodate new development and new 1" plastic service lines for new lots on the north side of Countryside Drive along with new auto-reading water meters provided to all properties receiving assessments, regardless if new water service is constructed or not. There is no existing storm sewer on Countryside Drive except at intersecting streets and project termini. Proposed improvements include a new storm sewer system on Countryside Drive with a 12 inch pipe to a 30-inch storm sewer pipe, manholes, and catch basins. The current street and surface is a "rural" design approximately 24' wide bituminous with side ditches & culverts. There is an existing 6' wide concrete sidewalk west of Houghton Avenue and on Coventry Lane. No off-street trail on Countryside Drive east of Lor Ray Drive or Coventry Lane. Proposed street improvements include a 40' wide street, curb and gutter, reconstruction of existing driveways, and a new 6-foot wide concrete sidewalk on the north side of Countryside Drive matching existing sidewalk to the west. New streetlights will be installed. In 2016 the City Council adopted the Complete Streets Policy, and staff reviewed the policy and are proposing that Countryside Drive and Coventry Lane be designated as on-street bike trails with share-the-road pavement markings. The estimated cost of the project are \$1,631,500; the estimated cost

includes allowances for contingencies, administrative, engineering, and financing costs. Additional costs for stormwater management constructed by others may be included in the project costs used for financing.

City Engineer Sarff reviewed the assessment policy and reported the proposed estimated assessments ranged from \$5,632 to \$33,300. He said the City intends to utilize a cap on the assessment to provide a more reasonable assessment. Since the properties on the south side of Countryside Drive already have sanitary sewer and water service, an assessment cap of \$4,500 is proposed to reflect only street and storm sewer improvements. Assessment calculations for the residential development property in the north of Countryside Drive are still being determined. City Engineer Sarff reviewed the assessment process and noted residents would be informed by mail of an assessment hearing. The hearing is proposed for August 3, 2020.

With no one appearing and no comments submitted, the Mayor closed the Public Hearing.

**Public Hearing, 7 pm Annexation of 109 Acres of Land Owned by Lovona M. Bengtson Revocable Trust into the City of North Mankato.**

Community Development Director Fischer reported the City received a petition for Annexation from the Lovona M. Bengtson Revocable Trust on April 6, 2020. The Council approved the petition of Annexation, and the City served upon the Township Board and residents abutting the land 30-days notice that the City would conduct a Public Hearing. The current owner plans to annex the land, and upon successful Annexation intends to sell the property to a developer.

With no one appearing and no comments submitted, the Mayor closed the Public Hearing.

**Consent Agenda**

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

- A. Bills and Appropriations.
- B. Res. No. 46-20 Approving Donations/Contributions/Grants.
- C. Res. No. 47-20 Approving Amendment to the Nature View Development Agreement.
- D. Res. No. 48-20 Changing Polling Location for Precinct 4 for the 2020 Election.

**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**

**Res. No. 49-20 Ordering the Improvement and Preparation of Plans for Project No. 20-03 ABCDEF Countryside Drive Improvement Project.**

**Council Member Norland moved, seconded by Council Member Whitlock, to adopt Res. No. 49-20 Ordering the Improvement and Preparation of Plans 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.**

**Ordinance No. 128 Fourth Series, Annexing 109 Acres of Land Owned by Lovona M. Bengtson Revocable Trust into the City of North Mankato.**

**Council Member Norland moved, seconded by Council Member Steiner to Adopt Ordinance No. 128 Fourth Series, Annexing 109 Acres of Land Owned by Lovona M. Bengtson Revocable Trust into the City of North Mankato. Vote on the motion: Norland, Oachs, Whitlock, Steiner, and Dehen aye; no nays. Motion carried.**

### **Open Forum**

None.

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

#### **A. Discuss the City's Reopening Plans.**

City Administrator Harrenstein commented that the swim facility and Caswell Park plans were not finalized and are waiting for further guidance from the Governor. The proposed plans provide guidance for the reopening of public buildings in the City. Discussion may need to be included concerning playgrounds as the CDC does not recommend opening playgrounds, but MDH does not say that they should remain closed. He commented it might be time to transition from closed signs to social distancing signs, but would welcome advice from the Council.

Police Chief Gullickson, who is also the Emergency Management Director, reviewed the proposed plans for City Hall and the Police Department. The proposed plan includes protection for both the staff and residents who visit the public buildings focusing on social distancing, sanitizing, personal hygiene, and screening of those visiting the buildings. The current proposal, if additional PPE items arrive on time, would be to open June 1, but the buildings may remain closed if that is not possible.

Library Director Heintz reviewed the library's proposed reopening plan, which included a high-risk hour in the morning, followed by cleaning and general opening to the public. The number of people allowed into the library would be limited to 40, and additional cleaning and personal protection for both patrons and staff incorporated. The discussion was held concerning maintaining consistency with the Blue Earth County library to prevent a large influx of patrons into Taylor Library. Mayor Dehen suggested limiting visiting to 30-minutes.

Public Works Director Host reported parks to remain open; shelters are available for use if people maintain social distancing, and staff continues to maintain proper cleaning.

Mayor Dehen commented that until the Governor allows meetings of more than ten people, the buildings should remain closed to the public. He said that it would be best to coordinate the library's reopening with Blue Earth County.

Council Member Norland thanked staff for cleaning park restrooms and allowing outside socially distanced gatherings. She was inclined to open playgrounds to the public.

Council Member Steiner commented that children are very tactile and encouraged leaving the playgrounds closed.

Council Member Oachs commented that she agreed with Council Member Norland and encouraged the normalization of additional use of hand sanitizer and cleaning protocols.

Council Member Whitlock encouraged library staff to wear masks when interacting with the public.

City Administrator Harrenstein commented that the public buildings and meetings would remain closed until the Governor allows meetings of 50 or more people. Additional research will be conducted concerning the playgrounds.

**Mayor and Council Comments**

Council Member Norland thanked those who donated. She noted the Department of Labor and Industry has useful guidance on how to sanitize work locations before reopening.

Council Member Oachs thanked the staff for their work in preparing for reopening.

Council Member Steiner thanked the staff and wished everyone a happy Memorial Day.

Council Member Whitlock commented that he was excited for the development by Countryside Drive and encouraged the building of on slab single-family homes.

Council Member Whitlock reported he received comments from residents concerning constructing a roundabout at Countryside Drive and LorRay Drive.

City Administrator Harrenstein commented that the City would reach out to MAPO to see if a traffic study could be conducted at the corner of Countryside Drive and LorRay Drive.

Mayor Dehen commented that he was excited to connect the Walter S. Farm Park with the biking and walking trails of the rest of the City.

Mayor Dehen commented that the cancellation of Art Splash and Fun Days was very deliberative and a tough decision to make. He commented that Fun Days was first created to thank those who saved the City from a flood but would be canceled to save people from the pandemic.

At 7:58 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