

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 16, 2016. 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: Mayor Dehen, Council Members Norland, Freyberg, Spears and Steiner, City Administrator Harrenstein, Attorney Kennedy, City Planner Fischer, Public Works Director Swanson and City Clerk Van Genderen.

Approval of Agenda

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

Approval of Minutes

Council Member Steiner moved, seconded by Council Member Norland to approve the minutes of the Council meeting of May 2, 2016. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.

Consent Agenda

Council Member Norland moved, seconded by Council Member Freyberg, to approve the Consent Agenda which included:

- A. Bills and Appropriations.
- B. Res. No. 43-16 Approving Donations/Contributions/Grants.
- C. Approved Audio and Large Group Permit for the Associated Finishing Company on July 29, 2016 from 2 pm to 10pm with audio from 4 pm to 6 pm at Spring Lake Park Shelter #1.
- D. Approved Application for Temporary Alcohol Permit for Minnesota Bicycle Festivals on June 18, 2016 on the Northeast Corner of Lee Boulevard and Lookout Drive.

Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried. Mayor Dehen thanked all those who donated to the library, the Spring Lake Swim Facility family pass donations and Spring Lake Park.

Public Comments

Tom Hagen, 927 Lake Street, appeared before Council and stated a sound testing date with Chief Boyer was set for May 26, 2016.

Barb Church, 102 Wheeler Avenue, appeared before Council and indicated if staff is used for the renovation of the municipal building parking lot an estimate for their labor cost should be provided. Ms. Church requested an update on the Zero Waste Project.

Phil Henry, 1300 Noretta Drive, appeared before Council and stated he believed debt was high enough and the City should just repair the ramp because it should be cheaper.

Business Items

Res. No. 44-16 Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment Project No. 15-02ABCDEF 2016 Roe Crest Drive Improvement Project. City Engineer Dan Sarff reported construction bids were opened on May 5, 2016 and the low bidder for the project is Holtmeier Construction, Inc. from Mankato, Minnesota. City Engineer Sarff indicated the bid would not be awarded at this meeting but the assessments would be set. He stated a flat rate

assessment cap of \$8,000 for each property was recommended for a total assessment of \$224,000.

Council Member Freyberg moved, seconded by Council Member Steiner to adopt Res. No. 44-16 Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment Project No. 15-02ABCDEF 2016 Roe Crest Drive Improvement Project. Vote on the motion: Norland, Freyberg, Steiner and Dehen aye; Spears nay. Motion carried.

Res. No. 45-16 Setting Hearing on Proposed Assessment Project No. 15-02ABCDEF 2016 Roe Crest Drive Improvement Project. City Engineer Dan Sarff reported a notice was prepared for publication in the paper and letters would be sent to property owners concerning a Public Hearing for Project No. 15-02ABCDEF 2016 Roe Crest Drive Improvement Project. City Engineer Sarff recommended setting the Public Hearing for 7 p.m. on June 6, 2016. **Council Member Steiner moved, seconded by Council Member Norland to adopt Res. No. 45-16 Setting Hearing on Proposed Assessment, Project No. 15-02ABCDEF 2016 Roe Crest Drive Improvement Project. Vote on the motion: Norland, Freyberg, Steiner and Dehen aye; Spears nay. Motion carried.**

Receive Update on Proposed Modifications and Schedule to the Municipal Building Entrance and Parking Lot. City Engineer Sarff reviewed the proposed plans presented in the packet which included moving the parking lot back approximately 50' from the building entrance and raising the lot so the ramp can be completely removed and yet maintain accessibility to the building. The proposed remodel included aesthetic enhancements to the front of the building. City Engineer Sarff reported the new doors and materials installed in 2015 would be reused. City Engineer Sarff indicated the estimated cost for the project, if all the work was contracted, would be approximately \$426,000. If the City uses Public Works staff the estimated cost would be \$283,000. Administrator Harrenstein reported the proposed work would maintain accessibility and decrease liability due to the faulty mechanics of the ramp. He indicated use of the Public Works staff would delay other projects as staff would need to prioritize planned projects. The use of Public Works staff and CDBG funds would allow completion of the project without the issuance of additional debt. If Council is not comfortable using staff a bond could be issued to complete the work. Council Members Norland, Freyberg, Steiner and Mayor Dehen recommended the use of staff to complete the project. Council Member Spears requested an accounting of staff costs. Mayor Dehen requested information on if plans were made to enhance the City's ability to accommodate community use. Public Works Director Swanson reported conduit would be in place. Attorney Kennedy requested clarification on accessibility during the construction. Administrator Harrenstein reported a mobile workstation would be established so the utility billing clerk could provide services to those that cannot climb the stairs. City Engineer Sarff stated plans would be completed by June 20, 2016 for Council review with construction beginning in July.

Receive Draft Sidewalk Maintenance and Installation Policy. Administrator Harrenstein reported a draft Sidewalk Maintenance and Installation Policy was included in the packet and the policy is the result of past deliberations regarding installation of sidewalks on Cliff Court and Roe Crest Drive as part of proposed street reconstruction projects. He stated the policy creates a sidewalk inspection form to be used to determine if existing sidewalk must be replaced. The policy outlines the percentage of cost to be shared between the City (60%) and citizen (40%). The policy also creates a "Future Sidewalk System Development Map" that incorporates the recommendations of the Comprehensive Land Use Plan and the Safe Routes to School Plan into the future sidewalk system. City Administrator Harrenstein reported residents are invited to view the sidewalk plan at City Hall between May and July. Two Public Hearings will occur in June and Council can recommend amendments to the plan in July and staff proposes adopting the plan in July or August.

City Administrator and Staff Comments

Public Works Director Swanson reported staff is working toward operation of the Zero Waste initiative but there is not a set date.

Mayor and Council Comments

Council Member Norland reported she attended the Community Education and Recreation meeting and there was discussion about turning a portion of the Lincoln Community Center into a wellness and recreation center.

Mayor Dehen reported the City Council completed Administrator Harrenstein’s review and commended him for the work completed in 2015 and gave him an annual salary increase of 4%. Council Member Spears indicated the information that was read was not the letter he approved. Mayor Dehen agreed he was reading a summary.

Mayor Dehen read a Proclamation into record:

Proclamation

WHEREAS, biking to work, school, the store, the park, the countryside or around the neighborhood provides many benefits including better health and fitness, reduced health and transportation costs and a cleaner environment; and

WHEREAS, May is bike month in Minnesota and the United States of America; and the cities of Mankato and North Mankato join in recognition; and

WHEREAS, Greater Mankato Bike and Walk Advocates are organizing rides and events to celebrate Bike Week and encouraging residents to ride their bikes during Bike Week and throughout the year;

NOW, THEREFORE, We, Eric Anderson, Mayor of Mankato, and Mark Dehen, Mayor of North Mankato, do hereby proclaim May 2016 as

MANKATO AND NORTH MANKATO BIKE MONTH

In Mankato and North Mankato, Minnesota.

IN WITNESS WHEREOF, we have hereunto signed our names and caused the seals of the cities of Mankato and North Mankato to be affixed this 1st day of May 2016.

Public Comments

Phil Henry, 1300 Noretta Drive, appeared before Council and requested information on a claim from DH Athletics, LLC. He requested the claims list have descriptors again.

There being no further business, on a motion by Council Member Norland, seconded by Council Member Steiner, the meeting adjourned at 7:44 p.m.

Mayor

City Clerk