MINUTES

Mankato City Council
Regular Meeting
August 11, 2025 - 6 p.m.
IGC - Mankato Room

1. **Call Meeting to Order**

Roll Call

Members Present: Mike Laven, Dennis Dieken, Michael McLaughlin, Jenn Melby-Kelley, Jessica Hatanpa, and Chair Najwa Massad.

Members Excused: Kevin Mettler.

Staff Present: City Manager Susan Arntz, Administrative Services Director Parker Skophammer, Community Development Director Mark Konz, and City Clerk Renae Kopischke.

Pledge of Allegiance

2. **Approval of Agenda**

Ms. Hatanpa moved and Ms. Melby-Kelley seconded a motion to approve the agenda as written. The motion carried unanimously.

3. **Approval of Minutes**

Mr. Dieken moved and Mr. McLaughlin seconded a motion to approve the minutes of the Regular Meeting of July 28, 2025, as written. The motion carried unanimously.

4. **Public Open Forum (15 Minutes)**

No one spoke.

5. **Consent Calendar**

NOTE: All items listed under the Consent Calendar will be enacted by one motion. There will be no separate discussion of these items. If a Council Member wishes to discuss any of these items, they may ask that the item be removed from the Consent Calendar. Removed item(s) will be discussed and acted upon by separate motion.

Ms. Hatanpa pulled 5.E. Ms. Hatanpa moved and Mr. Laven seconded a motion to approve the Consent Calendar as amended. With all members voting in favor, the motion carried.

A. Motion approving Proclamation designating August 31, 2025, as International Overdose Awareness Day in the City of Mankato.

B. Motion approving Proclamation designating August 21, 2025, as Fentanyl Poisoning Awareness and Prevention Day in the City of Mankato.

C. Motion approving the donation of Tourtellotte Pool day passes to the Mount Olive Charger Challenge fundraiser.

D. Resolution authorizing application for Flood Hazard Mitigation Grant Funds.

E. Motion approving change orders for All Seasons Arena.

Ms. Hatanpa inquired about the status of the project and completion. Ms. Arntz replied that the work was near complete with a lot of finishing items underway, including the exterior.

Ms. Hatanpa moved and Mr. Dieken seconded a motion to approve the change orders for All Seasons Arena. The motion carried unanimously.

F. Resolution accepting Minnesota Department of Employment and Economic Development (DEED) cleanup grant and authorizing the City Manager to execute a cleanup grant agreement and subrecipient agreement for a supportive housing project (751 Poplar Street).

G. Resolution approving a Sidewalk License and Maintenance Agreement (418 West 7th Street).

H. Resolution authorizing the purchase of seven Class 400 Low Floor Medium Duty Replacement Buses.

I. Motion canceling August 11, 2025, as the date of public hearing for consideration of a variance from Mankato City Code, Chapter 10, Article VII, Division 4, Sec.10-1033, and for a variance from Chapter 10, Article X, Division 8, Sec. 10-1740 (125 Kingswood Drive); by request of Malterer Mechanical.

J. Set September 8, 2025, as the date of the public hearing to review the rezoning of the subject properties from M-1, Light Industrial, to R-3, Limited Multiple Dwelling and for a variance to reduce the rear setback to 25 feet in the R-3, Limited Multiple-Family Dwelling District (1416, 1420, and 1430 2nd Avenue); by request of Wrestling Brotherhood.

K. Set September 8, 2025, as the date of the public hearing to review the rezoning of the subject property from Agriculture Transition to M-1, Light Industrial; Final Plat review of The Station Subdivision; a Planned Unit Development to allow the development and operation of commercial condos; for a Conditional Use Permit to allow a display area and retail sales in a warehouse space; and for the annexation of said parcel (R430903200005); by request of AJK Mankato Holdings LLC.

L. Set September 8, 2025, as the date of the public hearing for the Consolidated Annual Performance Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) program.

6. **Planning Commission**

A. Mr. Konz stated that the applicant is requesting preliminary and final plat review of Hillside Church Addition, which is a one-lot, one-block subdivision with the remnant portion of the property being retained as an outlot. He noted that Lot 1 encompasses 7.74 acres and is the location of the existing church and parking lot. He added that Outlot A encompasses 3.213 acres and does not have a proposed development at this time. He indicated that the applicant needs to plan accordingly for the development of the Outlot as there may be limitations to the ability to provide sanitary sewer service to the site without connecting through Lot 1, Block 1, Hillside Church Addition.

Mr. Dieken moved and Mr. McLaughlin seconded a motion to approve the Resolution approving the Final Plat of Hillside Church Addition. The motion carried unanimously.

B. Mr. Konz reported that Larry Krmpotich, owner of 208 Mayan Way, is requesting a conditional use permit to allow the installation of a retaining wall in an area containing slopes equal to or exceeding 17.6 percent (Lot 3, Block 1, Mayan Way Subdivision Phase 3).

Mr. Konz explained that per the City Code, Chapter 10, Article X, Division 2, Section 10-1499, a conditional use permit is required for all cut, fill, and development activities proposed on slopes that meet or exceed a 17.6 percent grade, and also stipulates that improvements in such areas must be designed and signed by a registered engineer.

Mr. Konz summarized that the existing conditions on the site include an established retaining wall on the easterly portion of the property, landscaping blocks in the rear yard, and two drain tile lines that direct water from the main structure to a ravine area located on-site. He noted that the applicant has indicated that this sloped ravine area is subject to erosion, and that the proposed improvements are intended to mitigate ongoing concerns related to site stability.

Mr. Konz explained that the proposed retaining wall spans nearly the full width of the property, extending from west to east and connecting to the existing wall located on the east side of the parcel. He indicated that the engineering plans include corrected property line data; thus, staff recommend that, prior to commencement of any work, the property lines be verified and staked by a licensed surveyor. He stated that as with fences, retaining walls may be placed up to the property line but not on or over it. He noted that in the event that temporary or permanent encroachment onto an adjacent parcel is necessary to complete the work, staff recommend that the applicant obtain written authorization from the adjoining property owner prior to any construction activity.

Mr. Konz indicated that drainage improvements are also proposed, which include the installation of a drain tile system running parallel to the retaining wall, as well as four-inch PVC outlets through the wall. He mentioned that three existing drain tile lines in the backyard will be reconstructed and tied into the new system behind the retaining wall. He stated that staff recommend a condition requiring that all drainage from the site be directed to an outlet at the base of the ravine or an established watercourse which is intended to minimize the risk of erosion that could result from outlets discharging mid-slope. He concluded that erosion and sediment control measures are identified in the plans, including the installation of a silt fence along the ravine and slope area.

<u>Ms. Hatanpa moved and Mr. Laven seconded a motion to approve the Resolution approving a Conditional Use Permit to allow the installation of a retaining wall in an area having a slope equal to or in excess of 17.6 percent (208 Mayan Way)</u>. The motion carried unanimously.

7. **<u>Council Business</u>**

A. Ms. Arntz indicated that the council chambers was created from underutilized space in the former Mankato Place Mall atrium in 2012 after relocating out of the original chambers in the Intergovernmental Center. She stated that the current configuration has public seating for 76 individuals, a media table, a dedicated staff table with seating for six, a public presentation table with seating for four, and a council table with seating for the seven elected officials and three staff members. She added that the room also functions as a conference room when not configured as the council chambers and can accommodate 10 round tables and seating for 50 individuals.

Ms. Arntz touched on the limitations of the existing configuration, which includes mobile furniture for when the space is utilized as a conference room; however, each time the room is moved around, the technology and electrical connections receive unnecessary additional wear and tear. She noted that other limitations include: lack of ADA openers on the public entrances; confusing flow for the public into the room through multiple vestibules; security with the location of the public entrance; and the inability to provide council members with adequate monitors for presentations, as currently some council members choose to turn around to the screens behind them.

Ms. Arntz stated that improvements include the construction of a raised council dais on the north end of the room which will change the orientation and rotate the room 90 degrees counterclockwise. She mentioned that the public entrance will be relocated to the location of the existing staff table, and all public doors will receive automatic openers, including the restroom hallway door. She indicated that a new, non-public door will be added that provides access for authorized persons to the Intergovernmental Center, and a new public presentation podium will be constructed, including two seated positions and a podium. She noted that the permanence of the cabinet will allow for the installation of technological connections but also the addition of a large monitor on the front to allow the council members to view the presentation material without having to redirect their attention away from the presenters. She summarized the estimated costs and funding sources for the project and stated that the improvements were being proposed from December 2025 through January 2026.

Mr. McLaughlin noted that the proposed changes have been discussed for several years and were not something that just happened recently, as the improvements are much-needed for numerous reasons as mentioned in the report.

<u>Mr. Laven moved and Mr. Dieken seconded a motion to approve the Resolution accepting feasibility report and ordering project for Capital Improvement Number 11201; Council Chamber Reconfiguration</u>. The motion carried unanimously.

8. **Reports and Miscellaneous Business**

Mayor Massad thanked the staff for organizing and attending Night to Unite.

The following dates were noted: September 18 – Council Community Investment Plan (CIP) Bus Tour 5 p.m.; and September 25 – CIP Public Open House (Council Chambers 6 p.m. to 8 p.m.)

View all city committee meetings by clicking on our City Calendar

Regular Council Meeting, August 25, 2025, 6 p.m., Mankato Room (with Work Session to follow)

Regular Council Meeting, September 8, 2025, 6 p.m., Mankato Room (with EDA to follow if needed)

Regular Council Meeting, September 22, 2025, 6 p.m., Mankato Room (with Work Session to follow)

9. **Adjournment**

There being no further business, Ms. Hatanpa moved and Mr. Laven seconded a motion to adjourn. With all members voting in favor, the meeting adjourned at 6:22 p.m.

Minutes Approved.

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Mayor Massad

ATTEST:

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Renae Kopischke
City Clerk