

**MANTORVILLE CITY COUNCIL MEETING AGENDA**  
**MONDAY JANUARY 12, 2015**  
**6:30 PM**

**Swearing in of the newly elected officials will take place prior to the start of the meeting**

1. Call to Order
2. Pledge of Allegiance
3. Additions/Deletions to Agenda
4. Consent Agenda
  - a) City Council Meeting Minute's December 22, 2014
  - b) Warrant List December 22, and 31, 2014 and January 12, 2015
  - c) Dodge County Board of Commissioners Meeting Agenda
  - d) Dodge County Planning Commission Public Hearing Notice 02/04/15
  - e) Notice of SEMLM Meeting
  - f) S&P Rating Review Determination
  - g) Park Board Meeting Minutes 11/25/14
  - h) December 2014 Sheriffs Call Report
  - i) LBAE Meeting April 2015
5. Public Concerns
6. Public Hearing - none
7. Old Business/New Business
  - a) Open Council Seat – Review Applications and Appointment.
  - b) 2015 Garbage Hauler Approval
  - c) 2015 Rental License Renewal Approval
  - d) Resolution 2015-02 Designations Approval
  - e) Resolution 2015-03 Master Fee Schedule
  - f) City Council Committee Appointments
  - g) 2015 Meeting Schedule
  - h) 2015 Dodge County Assessors Agreement
  - i) Set Work Session Date
  - j) Personnel Committee – Update/Recommendation
8. TBD
  - a) Public Works Report
  - b) City Clerk Report
  - c) Consultant Report
  - d) Committee Report  
*Chamber, EDA, Finance/Budget, Fire Department, Infrastructure, KM Joint Powers, MRA,  
Park Board, Personnel, Relief, Township*
  - e) Council Member Report
  - f) Mayor Report
9. Executive Session
10. Adjourn

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**MANTORVILLE CITY COUNCIL SPECIAL MEETING MINUTES**  
**MONDAY DECEMBER 22, 2014**  
**6:00 PM**

1. **Call to Order** – Mayor Bradford called the meeting to order at 6:00 pm.

Members Present: Chuck Bradford, Henry Blair and Don Swanson.

Others Present: Tim Hruska, Scott Larsen and Cami Reber.

2. **Pledge of Allegiance** - Done

3. **Additions/Deletions to Agenda** - None

4. **Consent Agenda** – Motion made by Member Blair, second by Member Swanson to approve the consent agenda as follows:

- a) City Council Meeting Minute's December 8, 2014
- b) Warrant List December 22, 2014

Motion passed unanimously.

5. **Public Concerns** - None

6. **Public Hearing** - None

7. **Old Business/New Business**

- a) **Interviews 6:00pm and 6:30pm**

The Council interviewed Joe Adams for the position of Public Works Streets Worker

- b) **Resolution 2014-30 A RESOLUTION OFFERING PHASED RETIREMENT OPTION AND DELEGATING STAFF TO COORDINATE**

Motion made by Member Blair, second by Member Swanson to approve Resolution 2014-30, A RESOLUTION OFFERING PHASED RETIREMENT OPTION AND DELEGATING STAFF TO COORDINATE. Motion passed unanimously.

- c) **PRO Agreement**

Council Members discussed the PRO (Phased Retirement Agreement) option to offer Dave Leth. This would enable him to continue on at the City on a limited number of hours and to oversee the water and wastewater plant until we have staff up to speed and they have gotten their licenses. Motion made by Member Blair, second by Member Swanson to approve the PRO Agreement and offer it to Dave Leth. Motion passed unanimously.

8. **Executive Session** - Motion made by Member Blair, second by Member Swanson to close the regular meeting and go into executive session at 6:28 pm to discuss labor negotiations.

Motion made by Member Blair, second by Member Swanson to close the executive session and go back into regular session at 6:40 pm.

- a) **Labor Negotiations** – Members discussed labor negotiations and a job offer was extended to Joe Adams for the position of Public Works Streets Worker. Joe will get back to the City on a decision.

9. **Adjourn** - Motion made by Member Blair, second by Member Swanson to adjourn the meeting at 6:50 pm. Motion passed unanimously.

## \*Check Summary Register©

December 2014

	Name	Check Date	Check Amt	
<b>10100</b>	<b>Citizens State Bank</b>			
UnPaid	AFLAC		\$38.40	JANUARY 2015 PREMIUM
UnPaid	CASEYS GENERAL STORES INC		\$573.35	FUEL FOR VEHICLES
UnPaid	DELTA DENTAL OF MN		\$256.95	DENTAL INSURANCE PREMIUMS
UnPaid	FIRE SAFETY USA, INC		\$280.00	NEW HELMET FD
UnPaid	FOCKLER CONSULTING		\$90.00	CITY COMPUTER CONSULTING WORK - PR
UnPaid	HERO, JORSTAD & JACOBSEN,		\$720.00	LEGAL PROSECUTION FEES
UnPaid	KENNEDY & GRAVEN, CHARTER		\$1,681.90	LAW LEGAL SERVICES - NOVEMBER
UnPaid	K-M TELECOM		\$494.70	CITY HALL MAIN 5170
UnPaid	LARSEN, SCOTT		\$163.93	CLOTHING REIMBURSEMENT PER POLICY
UnPaid	LEAGUE OF MINNESOTA CITIES		\$315.00	NEWLY ELECTED OFFICIALS CONFERENC
UnPaid	LINCOLN MUTUAL LIFE & CASUA		\$127.78	EMPLOYEE LIFE INSURANCE/STD
UnPaid	MENARDS - NORTH ROCHESTE		\$180.21	LIGHTS FOR THE XMAS TREE IN PARK
UnPaid	OLSON TREE SERVICE		\$380.00	TREE DOWN AT SLINGERLAND
UnPaid	PITNEY BOWES INC		\$210.51	INK CARTRIDGES FOR POSTAGE MACHINE
UnPaid	PREFERRED HEATING & COOLI		\$336.73	WELL HOUSE REPAIRS
UnPaid	SL CONTRACTING, INC		\$16,994.00	STREET PATCHING 2014
UnPaid	USA BLUE BOOK		\$84.65	BALLAST FOR LIGHT AT WWTP
UnPaid	VERIZON WIRELESS		\$135.52	CELL PHONE CHARGES
UnPaid	XCEL ENERGY		\$15.14	15 4TH STREET WEST - RIVERSIDE
		<b>Total Checks</b>	<b>\$23,078.77</b>	

CITY OF MANTORVILLE

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Payments

Current Period: December 2014

Batch Name	WAR 12 22 14	User Dollar Amt	\$23,078.77		
	Payments	Computer Dollar Amt	\$23,078.77		
				\$0.00	In Balance
Refer	0 CASEYS GENERAL STORES INC				
Cash Payment	E 602-49450-212 Motor Fuels	FUEL FOR VEHICLES			\$89.48
Invoice	NOVEMBER 201 12/22/2014				
Cash Payment	E 101-43100-212 Motor Fuels	FUEL FOR VEHICLES			\$180.39
Invoice	NOVEMBER 201 12/22/2014				
Cash Payment	E 101-42200-212 Motor Fuels	FUEL FOR VEHICLES			\$174.87
Invoice	NOVEMBER 201 12/22/2014				
Cash Payment	E 101-43125-212 Motor Fuels	FUEL FOR VEHICLES			\$128.61
Invoice	NOVEMBER 201 12/22/2014				
Transaction Date	12/19/2014	Citizens State Bank	10100	Total	\$573.35
Refer	0 DELTA DENTAL				
Cash Payment	G 101-21708 Dental Insurance	DENTAL INSURANCE PREMIUMS			\$256.95
Invoice	5799688 12/22/2014				
Transaction Date	12/19/2014	Citizens State Bank	10100	Total	\$256.95
Refer	0 FIRE SAFETY USA, INC				
Cash Payment	E 101-42200-240 Tools and Minor Equipm	NEW HELMET FD			\$280.00
Invoice	74747 12/22/2014				
Transaction Date	12/19/2014	Citizens State Bank	10100	Total	\$280.00
Refer	0 HERO, JORSTAD & JACOBSEN, P.				
Cash Payment	E 101-41600-304 Legal Fees	LEGAL PROSECUTION FEES			\$720.00
Invoice	1022 12/22/2014				
Transaction Date	12/19/2014	Citizens State Bank	10100	Total	\$720.00
Refer	0 KENNEDY & GRAVEN, CHARTERE				
Cash Payment	E 101-41600-304 Legal Fees	LAW LEGAL SERVICES - NOVEMBER			\$1,681.90
Invoice	MA445-00003 - 8 12/22/2014				
Transaction Date	12/19/2014	Citizens State Bank	10100	Total	\$1,681.90
Refer	0 PREFERRED HEATING & COOLING				
Cash Payment	E 601-49400-220 Bldg.Repair and Mainten	WELL HOUSE REPAIRS			\$336.73
Invoice	2619 12/22/2014				
Transaction Date	12/19/2014	Citizens State Bank	10100	Total	\$336.73
Refer	0 K-M TELECOM				
Cash Payment	E 101-41940-321 Communications Phone/	CITY HALL MAIN 5170			\$109.49
Invoice	1184670 12/22/2014				
Cash Payment	E 101-41940-321 Communications Phone/	CITY HALL FAX 5300			\$30.00
Invoice	1184670 12/22/2014				
Cash Payment	E 101-42200-321 Communications Phone/	FD 5440			\$30.00
Invoice	1184670 12/22/2014				
Cash Payment	E 101-41940-321 Communications Phone/	SHOP 5119			\$73.99
Invoice	1184670 12/22/2014				
Cash Payment	E 601-49400-321 Communications Phone/	WATER TOWER ALARM			\$40.00
Invoice	1184670 12/22/2014				
Cash Payment	E 602-49450-321 Communications Phone/	LIFT STATION ALARM 5066			\$30.00
Invoice	1184670 12/22/2014				
Cash Payment	E 602-49450-321 Communications Phone/	WWTP 5413			\$30.00
Invoice	1184670 12/22/2014				

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Payments

Current Period: December 2014

Cash Payment	E 602-49450-321 Communications Phone/	WWTP 5463		\$79.99
Invoice	1184670	12/22/2014		
Cash Payment	E 101-41940-321 Communications Phone/	LONG DISTANCE/TAXES/FEES		\$37.33
Invoice	1184670	12/22/2014		
Cash Payment	E 101-41940-321 Communications Phone/	PHONE/FAX/DSL		\$33.90
Invoice	1184670	12/22/2014		
Transaction Date	12/19/2014	Citizens State Bank	10100	<b>Total</b> \$494.70
Refer	0 LEAGUE OF MINNESOTA CITIES			
Cash Payment	E 101-41110-208 Training, Mileage	NEWLY ELECTED OFFICIALS CONFERENCE - D.HOFSTAD		\$315.00
Invoice	205576	12/22/2014		
Transaction Date	12/19/2014	Citizens State Bank	10100	<b>Total</b> \$315.00
Refer	0 MENARDS - NORTH ROCHESTER			
Cash Payment	E 101-45200-200 Supplies	LIGHTS FOR THE XMAS TREE IN PARK		\$180.21
Invoice	25276	12/22/2014		
Transaction Date	12/19/2014	Citizens State Bank	10100	<b>Total</b> \$180.21
Refer	0 OLSON TREE SERVICE			
Cash Payment	E 101-45200-500 Capital Outlay	TREE DOWN AT SLINGERLAND		\$380.00
Invoice	5694	12/22/2014		
Transaction Date	12/19/2014	Citizens State Bank	10100	<b>Total</b> \$380.00
Refer	0 SL CONTRACTING, INC			
Cash Payment	E 101-43100-570 Capital Outlay	STREET PATCHING 2014		\$6,797.00
Invoice	1791	12/22/2014		
Cash Payment	E 101-43100-570 Capital Outlay	5TH STREET EAST SIDEWALKS, PED RAMPS, STREET PATCHING		\$5,703.00
Invoice	1791	12/22/2014		
Cash Payment	E 401-43100-570 Capital Outlay	5TH STREET EAST SIDEWALKS		\$4,494.00
Invoice	1791	12/22/2014		
Transaction Date	12/19/2014	Citizens State Bank	10100	<b>Total</b> \$16,994.00
Refer	0 USA BLUE BOOK			
Cash Payment	E 602-49450-220 Bldg.Repair and Mainten	BALLAST FOR LIGHT AT WWTP		\$84.65
Invoice	514969	12/22/2014		
Transaction Date	12/19/2014	Citizens State Bank	10100	<b>Total</b> \$84.65
Refer	0 VERIZON WIRELESS			
Cash Payment	E 101-42200-321 Communications Phone/	CELL PHONE CHARGES		\$13.14
Invoice	9736784976	12/22/2014		
Cash Payment	E 101-41940-321 Communications Phone/	CELL PHONE CHARGES		\$122.38
Invoice	9736784976	12/22/2014		
Transaction Date	12/19/2014	Citizens State Bank	10100	<b>Total</b> \$135.52
Refer	0 XCEL ENERGY			
Cash Payment	E 101-41940-380 Utility Services	15 4TH STREET WEST - RIVERSIDE		\$15.14
Invoice	438369519	12/22/2014		
Transaction Date	12/19/2014	Citizens State Bank	10100	<b>Total</b> \$15.14
Refer	0 LINCOLN MUTUAL LIFE & CASUAL			
Cash Payment	G 101-21711 Life Insurance Payable	EMPLOYEE LIFE INSURANCE/STD		\$127.78
Invoice	JAN 2015	12/22/2014		
Transaction Date	12/19/2014	Citizens State Bank	10100	<b>Total</b> \$127.78
Refer	0 FOCKLER CONSULTING			

Payments

Current Period: December 2014

Cash Payment	E 101-41940-228 Equip. Repair and Mainte	CITY COMPUTER CONSULTING WORK - PROBLEMS WITH FRONT OFFICE COMPUTER	\$90.00
Invoice 2014 - 7	12/22/2014		
Transaction Date	12/22/2014	Citizens State Bank 10100	Total \$90.00
Refer	0 PITNEY BOWES INC		
Cash Payment	E 101-41500-322 Postage	INK CARTRIDGES FOR POSTAGE MACHINE	\$210.51
Invoice 885097	12/22/2014		
Transaction Date	12/23/2014	Citizens State Bank 10100	Total \$210.51
Refer	0 AFLAC		
Cash Payment	G 101-21710 AFLAC	JANUARY 2015 PREMIUM	\$38.40
Invoice 080932	12/22/2014		
Transaction Date	12/23/2014	Citizens State Bank 10100	Total \$38.40
Refer	0 LARSEN, SCOTT		
Cash Payment	E 101-41940-417 Uniforms	CLOTHING REIMBURSEMENT PER POLICY	\$163.93
Invoice DEC 2014	12/22/2014		
Transaction Date	12/23/2014	Citizens State Bank 10100	Total \$163.93

Fund Summary

	10100 Citizens State Bank	
101 GENERAL FUND		\$17,893.92
401 GENERAL CAPITAL PROJECTS		\$4,494.00
601 WATER FUND		\$376.73
602 SEWER FUND		\$314.12
		<u>\$23,078.77</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$23,078.77
Total	<u>\$23,078.77</u>

**\*Check Summary Register©**

December 2014

Name	Check Date	Check Amt	
<b>10100 Citizens State Bank</b>			
UnPaid	BOBCAT OF ROCHESTER	\$2,076.08	REPAIRS TO HYDRAULICS ON SKID LOADE
UnPaid	CONTINENTAL RESEARCH COR	\$399.48	WWTP CHEMICALS
UnPaid	HEALTHSMART BENEFIT SOLUTI	\$32.00	EMPLOYEE PAID HEALTH INSURANCE
UnPaid	IMAGES ON METAL	\$55.00	DAVE'S RETIREMENT PLAQUE
UnPaid	MAINTENENCE ENGINEERING	\$728.10	LIGHT BULBS FOR BUILDINGS
UnPaid	MN SECRETRY OF STATE	\$120.00	NOTARY RENEWAL 2015
UnPaid	POMPS TIRE SVC INC	\$1,575.00	TRACTOR TIRE REPLACEMENT
UnPaid	XCEL ENERGY	\$5,053.56	STREET LIGHTS NON METERED
	<b>Total Checks</b>	<b>\$10,039.22</b>	

CITY OF MANTORVILLE

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Payments

Current Period: December 2014

Batch Name	WAR 12 31 14	User Dollar Amt	\$19,647.40		
	Payments	Computer Dollar Amt	\$19,647.40		
			\$0.00	In Balance	
Refer	0 HEALTHSMART BENEFIT SOLUTIO				
Cash Payment	G 101-21711 Life Insurance Payable	EMPLOYEE PAID HEALTH INSURANCE		\$32.00	
Invoice	DEC 2014 12/31/2014				
Transaction Date	12/30/2014	Citizens State Bank 10100		Total	\$32.00
Refer	0 INTERNAL REVENUE SERVICE	Ck# 004882 12/31/2014			
Cash Payment	G 101-21701 Federal Withholding	FEDERAL TAX WH DEC 2014		\$2,280.40	
Invoice	DEC 2014 12/31/2014				
Cash Payment	G 101-21709 Medicare	MEDICARE TAX WH DECEMBER		\$850.08	
Invoice	DEC 2014 12/31/2014				
Cash Payment	G 101-21703 FICA Tax Withholding	SS TAX WH DECEMBER		\$3,634.88	
Invoice	DEC 2014 12/31/2014				
Transaction Date	12/30/2014	Citizens State Bank 10100		Total	\$6,765.36
Refer	0 MN PERA	Ck# 004879 12/31/2014			
Cash Payment	G 101-21704 PERA	EMPLOYEE RETIREMENT		\$850.38	
Invoice	2014 PR 25 12/31/2014				
Transaction Date	12/30/2014	Citizens State Bank 10100		Total	\$850.38
Refer	0 MN PERA	Ck# 004880 12/31/2014			
Cash Payment	G 101-21704 PERA	EMPLOYEE RETIREMENT		\$1,080.74	
Invoice	2014 PR 26 12/31/2014				
Transaction Date	12/30/2014	Citizens State Bank 10100		Total	\$1,080.74
Refer	0 MN DEPARTMENT OF REVENUE	Ck# 004881 12/31/2014			
Cash Payment	G 101-21702 State Withholding	STATE PAYROLL TAX WH - DECEMBER 2014		\$911.70	
Invoice	DEC 2014 12/31/2014				
Transaction Date	12/30/2014	Citizens State Bank 10100		Total	\$911.70
Refer	0 MN SECRETRY OF STATE				
Cash Payment	E 101-41500-208 Training, Mileage	NOTARY RENEWAL 2015		\$120.00	
Invoice	DEC 2014 12/31/2014				
Transaction Date	12/30/2014	Citizens State Bank 10100		Total	\$120.00
Refer	0 MAINTENENCE ENGINEERING				
Cash Payment	E 101-41940-228 Equip. Repair and Mainte	LIGHT BULBS FOR BUILDINGS		\$728.10	
Invoice	2993596 12/31/2014				
Transaction Date	12/31/2014	Citizens State Bank 10100		Total	\$728.10
Refer	0 BOBCAT OF ROCHESTER				
Cash Payment	E 101-43100-228 Equip. Repair and Mainte	REPAIRS TO HYDRAULICS ON SKID LOADER		\$2,076.08	
Invoice	01-38901 12/31/2014				
Transaction Date	12/31/2014	Citizens State Bank 10100		Total	\$2,076.08
Refer	0 IMAGES ON METAL				
Cash Payment	E 101-41500-200 Supplies	DAVE'S RETIREMENT PLAQUE		\$55.00	
Invoice	176469 12/31/2014				
Transaction Date	12/31/2014	Citizens State Bank 10100		Total	\$55.00
Refer	0 CONTINENTAL RESEARCH CORP				
Cash Payment	E 602-49450-216 Chemicals and Chem Pr	WWTP CHEMICALS		\$399.48	
Invoice	414422-CRC-1 12/31/2014				

CITY OF MANTORVILLE

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Payments

Current Period: December 2014

Transaction Date	12/31/2014	Citizens State Bank	10100	Total	\$399.48
Refer	0 POMPS TIRE SVC INC -				
Cash Payment	E 101-43100-228 Equip. Repair and Mainte	TRACTOR TIRE REPLACEMENT			\$1,575.00
Invoice	230029953	12/31/2014			
Transaction Date	12/31/2014	Citizens State Bank	10100	Total	\$1,575.00
Refer	0 XCEL ENERGY -				
Cash Payment	E 101-43160-381 Electric Utilities	STREET LIGHTS NON METERED			\$1,724.51
Invoice	DEC 2014	12/31/2014			
Cash Payment	E 101-43160-381 Electric Utilities	BRIDGE LIGHTS			\$68.37
Invoice	DEC 2014	12/31/2014			
Cash Payment	E 101-43160-381 Electric Utilities	130 ST.HWY 57 S.CITY SIGN			\$22.95
Invoice	DEC 2014	12/31/2014			
Cash Payment	E 101-43160-381 Electric Utilities	60003 ST.HWY 57 N CITY SIGN			\$19.67
Invoice	DEC 2014	12/31/2014			
Cash Payment	E 101-42200-380 Utility Services	FH/CH/PUMP			\$311.68
Invoice	DEC 2014	12/31/2014			
Cash Payment	E 101-43160-381 Electric Utilities	410 CLAY			\$14.46
Invoice	DEC 2014	12/31/2014			
Cash Payment	E 101-41940-380 Utility Services	MANTOR FIELD			\$23.51
Invoice	DEC 2014	12/31/2014			
Cash Payment	E 101-41940-380 Utility Services	340 CLAY RIVERSIDE			\$35.65
Invoice	DEC 2014	12/31/2014			
Cash Payment	E 101-41940-380 Utility Services	342 MAIN ST RIVERSIDE			\$14.46
Invoice	DEC 2014	12/31/2014			
Cash Payment	E 101-41940-380 Utility Services	GOLFVIEW DENNISON FIELD			\$15.82
Invoice	DEC 2014	12/31/2014			
Cash Payment	E 101-41940-380 Utility Services	EAST ST. CITY SHOP			\$203.14
Invoice	DEC 2014	12/31/2014			
Cash Payment	E 602-49450-380 Utility Services	121 BLANCH WWTF			\$1,775.02
Invoice	DEC 2014	12/31/2014			
Cash Payment	E 601-49400-380 Utility Services	841 BLANCH WELL			\$674.08
Invoice	DEC 2014	12/31/2014			
Cash Payment	E 601-49400-380 Utility Services	WATER TOWER			\$56.14
Invoice	DEC 2014	12/31/2014			
Cash Payment	E 603-45183-381 Electric Utilities	CAMPGROUND			\$15.03
Invoice	DEC 2014	12/31/2014			
Cash Payment	E 101-41940-380 Utility Services	BLANCH ST. SHOP			\$38.00
Invoice	DEC 2014	12/31/2014			
Cash Payment	E 602-49450-380 Utility Services	JEFFERSON LIFT STATION			\$31.99
Invoice	DEC 2014	12/31/2014			
Cash Payment	E 101-43160-381 Electric Utilities	BLANCH ST NON METER			\$9.08
Invoice	DEC 2014	12/31/2014			
Transaction Date	12/31/2014	Citizens State Bank	10100	Total	\$5,053.56

Payments

Current Period: December 2014

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Fund Summary

	10100 Citizens State Bank	
101 GENERAL FUND		\$16,695.66
601 WATER FUND		\$730.22
602 SEWER FUND		\$2,206.49
603 RV PARK		\$15.03
		<hr/>
		\$19,647.40

Pre-Written Checks	\$9,608.18
Checks to be Generated by the Computer	\$10,039.22
Total	<hr/>
	\$19,647.40

**\*Check Summary Register©**

January 2015

Name	Check Date	Check Amt	
<b>10100 Citizens State Bank</b>			
UnPaid	DODGE COUNTY INDEPENDENT	\$162.67	RETIREMENT ADVERTISING
UnPaid	CASEYS GENERAL STORES INC	\$450.71	FUEL FOR VEHICLES
UnPaid	CITIZENS STATE BANK	\$22,337.50	FIRE TRUCK EQUIP CERTIFICATE 2009A
UnPaid	CITY OF KASSON	\$159,500.00	CAPITAL INVESTMENT PAYMENT KASSON
UnPaid	CMS - CONSTRUCTION MGMT.S	\$436.99	DECEMBER 2014 BUILDING INSPECTIONS
UnPaid	COURTYARD BY MARRIOTT	\$91.61	ROOM RESERVATION FOR LMC NEWLY EL
UnPaid	DODGE COUNTY ASSESSORS O	\$5,757.00	2015 DODGE COUNTY ASSESSORS AGREE
UnPaid	DODGE COUNTY HIGHWAY DEP	\$626.64	SALT AND SAND
UnPaid	GOPHER STATE ONE CALL	\$11.70	UTILITY LINE LOCATES
UnPaid	HERO, JORSTAD & JACOBSEN,	\$560.00	DECEMBER 2014 PROSECUTION SERVICE
UnPaid	HUBBELL HOUSE	\$547.25	DAVES RETIREMENT (2014)
UnPaid	IMAGES ON METAL	\$9.50	COUNCIL MEMBER NAME PLATE
UnPaid	KASSON HARDWARE HANK	\$35.42	FD BOLTS
UnPaid	K-M TELECOM	\$496.20	CITY HALL MAIN 5170
UnPaid	LEAGUE OF MINNESOTA CITIES	\$375.00	REGIONAL SAFETY GROUPS TRAINING 201
UnPaid	LINCOLN MUTUAL LIFE & CASUA	\$127.78	EMPLOYER PAID LIFE & STD PREM
UnPaid	MAINTENENCE ENGINEERING	\$29.74	MINI LAMP LIGHT BULBS FOR BUILDINGS
UnPaid	MID-AMERICA BACKFLOW PREV	\$125.00	WWTP BACK FLOW PREVENTER TEST
UnPaid	MINNESOTA ENERGY RESOURC	\$1,694.59	4016467-5 SHOP
UnPaid	MN PUBLIC FACILITIES AUTHOR	\$2,009.23	SEMI ANNUAL INTEREST
UnPaid	MOPS AND BUCKETS, LLC	\$53.44	CLEANING CITY HALL
UnPaid	NAPA	\$216.80	HOSES FOR SNOW PLOW
UnPaid	NORTHLAND TRUST SERVICES,	\$85,028.75	PRINCIPAL GO REFUNDING BOND 2011A
UnPaid	PEPSI-COLO ROCHESTER MN	\$184.40	POP REFILL 12/16
UnPaid	PITNEY BOWES INC	\$198.00	NOVEMBER/DECEMBER POSTAGE METER
UnPaid	SMITH SCHAFFER & ASSOCIATES	\$2,000.00	2014 AUDIT - PRE AUDIT WORK
UnPaid	VOLUNTEER FIREFIGHTERS BE	\$11.00	NEW FF MEMBERSHIP - G. BROSSARD
UnPaid	WASTE MANAGEMENT	\$114.75	GARBAGE REMOVAL SERVICE
UnPaid	WHKS & COMPANY	\$27,698.96	GENERAL ENGINEERING, MEETINGS, ETC.
UnPaid	XCEL ENERGY	\$12.14	5TH STREET SIREN
	<b>Total Checks</b>	<b>\$310,902.77</b>	

CITY OF MANTORVILLE

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Payments

Current Period: January 2015

Batch Name	WAR 01 12 <del>13</del>	User Dollar Amt	\$314,943.22		
	Payments	Computer Dollar Amt	\$314,943.22		
				\$0.00	In Balance
Refer	0 BLUE CROSS BLUE SHIELD OF MI	Ck# 004883	1/12/2015		
Cash Payment	G 101-21706 Hospitalization/Medical Ins	EMPLOYEE MEDICAL INSURANCE			\$3,974.00
Invoice	JAN 2015	1/12/2015			
Transaction Date	1/7/2015	Citizens State Bank	10100	Total	\$3,974.00
Refer	0 CITIZENS STATE BANK				
Cash Payment	E 307-47000-601 Debt Srv Bond Principal	FIRE TRUCK EQUIP CERTIFICATE 2009A			\$20,000.00
Invoice	GO EQUIP 2/201	1/12/2015			
Cash Payment	E 307-47000-611 Bond Interest	FIRE TRUCK EQUIP CERTIFICATE 2009A			\$2,337.50
Invoice	GO EQUIP 2/201	1/12/2015			
Transaction Date	1/7/2015	Citizens State Bank	10100	Total	\$22,337.50
Refer	0 CMS - CONSTRUCTION MGMT,SE				
Cash Payment	E 101-42400-300 Professional Svcs (GENE	DECEMBER 2014 BUILDING INSPECTIONS			\$436.99
Invoice	14-1219	1/12/2015			
Transaction Date	1/7/2015	Citizens State Bank	10100	Total	\$436.99
Refer	0 DODGE COUNTY HIGHWAY DEPA				
Cash Payment	E 101-43125-406 Snow/Ice Removal	SALT AND SAND			\$626.64
Invoice	2014-143	1/12/2015			
Transaction Date	1/7/2015	Citizens State Bank	10100	Total	\$626.64
Refer	0 DCI - DODGE COUNTY INDEPEND				
Cash Payment	E 101-41110-352 Publishing	RETIREMENT ADVERTISING			\$126.75
Invoice	DEC 2014	1/12/2015			
Cash Payment	E 101-41110-352 Publishing	OPEN COUNCIL POSITION AD			\$35.92
Invoice	DEC 2014	1/12/2015			
Transaction Date	1/7/2015	Citizens State Bank	10100	Total	\$162.67
Refer	0 GOPHER STATE ONE CALL				
Cash Payment	E 601-49400-300 Professional Svcs (GENE	UTILITY LINE LOCATES			\$11.70
Invoice	128724	1/12/2015			
Transaction Date	1/7/2015	Citizens State Bank	10100	Total	\$11.70
Refer	0 IMAGES ON METAL				
Cash Payment	E 101-41110-352 Publishing	COUNCIL MEMBER NAME PLATE			\$9.50
Invoice	176468	1/12/2015			
Transaction Date	1/7/2015	Citizens State Bank	10100	Total	\$9.50
Refer	0 K-M TELECOM				
Cash Payment	E 101-41940-321 Communications Phone/	CITY HALL MAIN 5170			\$109.49
Invoice	1188716	1/12/2015			
Cash Payment	E 101-41940-321 Communications Phone/	CITY HALL - 5176 - 2ND LINE			\$33.90
Invoice	1188716	1/12/2015			
Cash Payment	E 101-41940-321 Communications Phone/	CITY HALL FAX 5300			\$30.00
Invoice	1188716	1/12/2015			
Cash Payment	E 101-42200-321 Communications Phone/	FD 5440			\$30.00
Invoice	1188716	1/12/2015			
Cash Payment	E 101-41940-321 Communications Phone/	SHOP 5119			\$73.99
Invoice	1188716	1/12/2015			
Cash Payment	E 601-49400-321 Communications Phone/	WATER TOWER ALARM 3588			\$40.00
Invoice	1188716	1/12/2015			

CITY OF MANTORVILLE

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Payments

Current Period: January 2015

Cash Payment	E 602-49450-321 Communications Phone/	LIFT STATION ALARM 5066		\$30.00
Invoice	1188716	1/12/2015		
Cash Payment	E 602-49450-321 Communications Phone/	WWTP 5413		\$30.00
Invoice	1188716	1/12/2015		
Cash Payment	E 602-49450-321 Communications Phone/	WWTP 5463		\$79.99
Invoice	1188716	1/12/2015		
Cash Payment	E 101-41940-321 Communications Phone/	TELEPHONE/FAX/DSL		\$38.83
Invoice	1188716	1/12/2015		
Transaction Date	1/7/2015	Citizens State Bank	10100	<b>Total</b> \$496.20
Refer	0	<u>MAINTENENCE ENGINEERING</u>		
Cash Payment	E 101-41940-220 Bldg.Repair and Mainten	MINI LAMP LIGHT BULBS FOR BUILDINGS		\$29.74
Invoice	2993596-02	1/12/2015		
Transaction Date	1/7/2015	Citizens State Bank	10100	<b>Total</b> \$29.74
Refer	0	<u>LEAGUE OF MINNESOTA CITIES</u>		
Cash Payment	E 101-43100-229 Safety/OSHA	REGIONAL SAFETY GROUPS TRAINING 2014		\$375.00
Invoice	205599	1/12/2015		
Transaction Date	1/7/2015	Citizens State Bank	10100	<b>Total</b> \$375.00
Refer	0	<u>MINNESOTA ENERGY</u>		
Cash Payment	E 101-41940-380 Utility Services	4016467-5 SHOP		\$549.24
Invoice	DEC 2014	1/12/2015		
Cash Payment	E 101-41940-380 Utility Services	4300149-4 SHOP		\$258.19
Invoice	DEC 2014	1/12/2015		
Cash Payment	E 101-41940-380 Utility Services	4028156-0 SHOP		\$182.74
Invoice	DEC 2014	1/12/2015		
Cash Payment	E 101-42200-380 Utility Services	4229566-7 FIRE DEPT		\$522.12
Invoice	DEC 2014	1/12/2015		
Cash Payment	E 601-49400-380 Utility Services	4113568-2 WTR PUMP		\$30.96
Invoice	DEC 2014	1/12/2015		
Cash Payment	E 602-49450-380 Utility Services	4299022-6 WWTP		\$48.07
Invoice	DEC 2014	1/12/2015		
Cash Payment	E 101-41940-380 Utility Services	5121503-6 SHOP		\$103.27
Invoice	DEC 2014	1/12/2015		
Transaction Date	1/7/2015	Citizens State Bank	10100	<b>Total</b> \$1,694.59
Refer	0	<u>NORTHLAND TRUST SERVICES, IN</u>		
Cash Payment	E 308-47000-601 Debt Srv Bond Principal	PRINCIPAL GO REFUNDING BOND 2011A		\$80,000.00
Invoice	GO REFUND 02/	1/12/2015		
Cash Payment	E 308-47000-611 Bond Interest	INTEREST GO REFUNDING BOND 2011A		\$5,028.75
Invoice	GO REFUND 02/	1/12/2015		
Transaction Date	1/7/2015	Citizens State Bank	10100	<b>Total</b> \$85,028.75
Refer	0	<u>MN PUBLIC FACILITIES AUTHORIT</u>		
Cash Payment	E 602-49450-611 Bond Interest	SEMI ANNUAL INTEREST		\$2,009.23
Invoice	MANT BOND 2/1	1/12/2015		
Transaction Date	1/7/2015	Citizens State Bank	10100	<b>Total</b> \$2,009.23
Refer	0	<u>PITNEY BOWES INC</u>		
Cash Payment	E 101-41500-322 Postage	NOVEMBER/DECEMBER POSTAGE METER REFILL		\$198.00
Invoice	NOV/DEC 2015	1/12/2015		
Transaction Date	1/7/2015	Citizens State Bank	10100	<b>Total</b> \$198.00
Refer	0	<u>VOLUNTEER FIREFIGHTERS BENE</u>		

CITY OF MANTORVILLE

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Payments

Current Period: January 2015

Cash Payment	E 101-42200-130 Insurance	NEW FF MEMBERSHIP - G. BROSSARD		\$11.00
Invoice	JAN 2015	1/12/2015		
Transaction Date	1/7/2015	Citizens State Bank	10100	Total \$11.00
Refer	0 WASTE MANAGEMENT			
Cash Payment	E 101-41940-384 Refuse/Garbage Disposa	GARBAGE REMOVAL SERVICE		\$114.75
Invoice	296481227605	1/12/2015		
Transaction Date	1/7/2015	Citizens State Bank	10100	Total \$114.75
Refer	0 KASSON HARDWARE HANK			
Cash Payment	E 101-42200-228 Equip. Repair and Mainte	FD BOLTS		\$4.79
Invoice	258671	1/12/2015		
Cash Payment	E 601-49400-430 Miscellaneous	SHIPPING BACK TRANSPONDERS		\$30.63
Invoice	258952	1/12/2015		
Transaction Date	1/7/2015	Citizens State Bank	10100	Total \$35.42
Refer	0 MID-AMERICA BACKFLOW PREVE			
Cash Payment	E 602-49450-300 Professional Srvs (GENE	WWTP BACK FLOW PREVENTER TEST		\$125.00
Invoice	14624	1/12/2015		
Transaction Date	1/7/2015	Citizens State Bank	10100	Total \$125.00
Refer	0 LINCOLN MUTUAL LIFE & CASUAL			
Cash Payment	G 101-21711 Life Insurance Payable	EMPLOYER PAID LIFE & STD PREM		\$127.78
Invoice	7743100	1/12/2015		
Transaction Date	1/7/2015	Citizens State Bank	10100	Total \$127.78
Refer	0 CASEYS GENERAL STORES INC			
Cash Payment	E 602-49450-212 Motor Fuels	FUEL FOR VEHICLES		\$78.44
Invoice	DEC 2014	1/12/2015		
Cash Payment	E 101-43100-212 Motor Fuels	FUEL FOR VEHICLES		\$127.29
Invoice	DEC 2014	1/12/2015		
Cash Payment	E 101-43100-200 Supplies	FUEL FOR VEHICLES		\$8.31
Invoice	DEC 2014	1/12/2015		
Cash Payment	E 101-42200-212 Motor Fuels	FUEL FOR VEHICLES		\$113.50
Invoice	DEC 2014	1/12/2015		
Cash Payment	E 101-43125-212 Motor Fuels	FUEL FOR VEHICLES		\$123.17
Invoice	DEC 2014	1/12/2015		
Transaction Date	1/7/2015	Citizens State Bank	10100	Total \$450.71
Refer	0 PAYMENT SERVICE NETWORK, IN Ck# 004884	1/12/2015		
Cash Payment	E 601-49400-300 Professional Srvs (GENE	SERVICE FEE CHARGES UB AUTO PAY		\$66.45
Invoice	99162	1/12/2015		
Transaction Date	1/7/2015	Citizens State Bank	10100	Total \$66.45
Refer	0 MOPS AND BUCKETS, LLC			
Cash Payment	E 101-41500-300 Professional Srvs (GENE	CLEANING CITY HALL		\$53.44
Invoice	JANUARY 2015	1/12/2015		
Transaction Date	1/7/2015	Citizens State Bank	10100	Total \$53.44
Refer	0 NAPA			
Cash Payment	E 101-43125-404 Repairs/Maint Machinery	HOSES FOR SNOW PLOW		\$164.51
Invoice	187738	1/12/2015		
Cash Payment	E 101-43100-200 Supplies	TIRE REPAIR KIT		\$7.38
Invoice	188476	1/12/2015		
Cash Payment	E 101-43100-200 Supplies	SCREWDRIVER SET		\$44.91
Invoice	189389	1/12/2015		

CITY OF MANTORVILLE

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Payments

Current Period: January 2015

Transaction Date	1/7/2015	Citizens State Bank	10100	Total	\$216.80
Refer	0 XCEL ENERGY				
Cash Payment	E 101-42200-380 Utility Services	5TH STREET SIREN			\$6.01
Invoice	552699801 1/12/2015				
Cash Payment	E 101-42200-380 Utility Services	CHESTNUT STREET SIREN			\$6.13
Invoice	552699801 1/12/2015				
Transaction Date	1/7/2015	Citizens State Bank	10100	Total	\$12.14
Refer	0 HUBBELL HOUSE				
Cash Payment	E 101-41110-208 Training, Mileage	DAVES RETIREMENT (2014)			\$547.25
Invoice	30043 1/12/2015				
Transaction Date	1/7/2015	Citizens State Bank	10100	Total	\$547.25
Refer	0 COURTYARD BY MARRIOTT				
Cash Payment	E 101-41110-208 Training, Mileage	ROOM RESERVATION FOR LMC NEWLY ELECTED CONFERENCE			\$91.61
Invoice	HOFSTAD 01241 1/12/2015				
Transaction Date	1/7/2015	Citizens State Bank	10100	Total	\$91.61
Refer	0 HERO, JORSTAD & JACOBSEN, P.				
Cash Payment	E 101-41600-304 Legal Fees	DECEMBER 2014 PROSECUTION SERVICES			\$560.00
Invoice	1061 1/12/2015				
Transaction Date	1/8/2015	Citizens State Bank	10100	Total	\$560.00
Refer	0 PEPSI-COLA ROCHESTER MN				
Cash Payment	E 225-45122-200 Supplies	POP REFILL 12/16			\$184.40
Invoice	778052 1/12/2015				
Transaction Date	1/8/2015	Citizens State Bank	10100	Total	\$184.40
Refer	0 WHKS & COMPANY				
Cash Payment	E 101-41950-303 Engineering Fees	GENERAL ENGINEERING, MEETINGS, ETC.			\$3,102.48
Invoice	33270 1/12/2015				
Cash Payment	E 602-49450-303 Engineering Fees	ENGINEERING KASSON AGREEMENT, WWTP PERMIT ASSISTANCE			\$5,716.48
Invoice	33270 1/12/2015				
Cash Payment	E 401-41000-570 Capital Outlay	ENGINEERING SERVICES 7TH STREET PROJECT CONSTRUCTION OBSERVATION			\$18,880.00
Invoice	33270 1/12/2015				
Transaction Date	1/8/2015	Citizens State Bank	10100	Total	\$27,698.96
Refer	0 DODGE COUNTY ASSESSORS OF				
Cash Payment	E 101-41550-310 Other Professional Servi	2015 DODGE COUNTY ASSESSORS AGREEMENT			\$5,757.00
Invoice	JAN 2015 1/12/2015				
Transaction Date	1/9/2015	Citizens State Bank	10100	Total	\$5,757.00
Refer	0 CITY OF KASSON				
Cash Payment	E 602-49450-570 Capital Outlay	CAPITAL INVESTMENT PAYMENT KASSON MANTORVILLE WW AGREEMENT JAN 2015			\$159,500.00
Invoice	CAPINV JAN201 1/12/2015				
Transaction Date	1/9/2015	Citizens State Bank	10100	Total	\$159,500.00
Refer	0 SMITH SCHAFFER & ASSOCIATES				
Cash Payment	E 101-41530-301 Auditing and Acct g Servi	2014 AUDIT - PRE AUDIT WORK			\$2,000.00
Invoice	22239 1/12/2015				
Transaction Date	1/9/2015	Citizens State Bank	10100	Total	\$2,000.00

Payments

Current Period: January 2015

Fund Summary

	10100 Citizens State Bank	
101 GENERAL FUND		\$20,715.62
225 PARK CONCESSIONS FUND		\$184.40
307 GO EQUIPMENT CERTIFICATE 2009A		\$22,337.50
308 GO REFUND BOND 2011A		\$85,028.75
401 GENERAL CAPITAL PROJECTS		\$18,880.00
601 WATER FUND		\$179.74
602 SEWER FUND		\$167,617.21
		<u>\$314,943.22</u>

Pre-Written Checks	\$4,040.45	
Checks to be Generated by the Computer	\$310,902.77	
Total	<u>\$314,943.22</u>	

Dodge County Board of Commissioners  
 Committee Agenda  
 Conference Rooms, Courthouse Annex  
 Mantorville, MN

**COMMITTEE AGENDAS**

JANUARY 13, 2015 8:00 A.M.

8:00 A.M. CONFERENCE ROOM B		8:30 A.M. CONFERENCE ROOM B	
8:00 A.M. ADMINISTRATION COMMITTEE		8:00 A.M. ADMINISTRATION COMMITTEE	
Allen & Administrator (Gray - Alt)		Allen & Administrator (Gray - Alt)	
8:00 a.m.	Action Required	8:45 a.m.	Action Required
BECKY LUBAHN, Executive Assistant		LISA KRAMER, Finance Director	
<input type="checkbox"/> 1.1	Minutes of the December 23, 2014 Committee of the Whole	<input type="checkbox"/> 6.1	2015 Mileage Rate
<input type="checkbox"/> 1.2	Minutes of the December 23, 2014 Meeting	<input type="checkbox"/> 6.2	Incidental Payments for 2015
<input type="checkbox"/> 1.3	Minutes of the January 6, 2015 Organizational Meeting	<input type="checkbox"/> 6.3	2015 Savings Rate
		<input type="checkbox"/> 6.4	2015 Authorized Depositories
		<input type="checkbox"/> 6.5	ACH Agreement with Citizens State Bank
8:05 a.m.			
ROSE CULBERTSON, Taxpayer Services Director			
<input type="checkbox"/> 2.1	Review 2014 Year End Bills		8:30 A.M. CONFERENCE ROOM A
<input type="checkbox"/> 2.2	Review Bills (2015)		8:30 A.M. PUBLIC HEALTH COMMITTEE
			Tjosaaas & Gray (Erickson - Alt)
8:15 a.m.		8:30 a.m.	Action Required
ROGER FRIEDT, Building Operations Supervisor			
<input type="checkbox"/> 3.1	New Position in Building Operations – Building Systems Technician		
			< NO ITEMS SUBMITTED THIS WEEK >
8:25 a.m.			
LISA HAGER, Employee Relations Director			
<input type="checkbox"/> 4.1	Personnel Agenda		
8:35 a.m.			
SCOTT ROSE, Sheriff			
<input type="checkbox"/> 5.1	Request to Fill Chief Deputy/Investigations Vacancies		



Dodge County Board of Commissioners  
Meeting Agenda  
Commissioner's Room, Courthouse Annex  
Mantorville, MN

**DODGE COUNTY BOARD OF COMMISSIONERS MEETING**

JANUARY 13, 2015 – 9:30 A.M.

ALL TIMES LISTED ARE APPROXIMATE AND MAY BE DISCUSSED AT ANY TIME UNLESS IT IS A SCHEDULED PUBLIC HEARING.		
<b>ITEM</b>	<b>9:30 A.M.</b>	<b>JOHN ALLEN, Chair</b> <b>CONVENE COUNTY BOARD MEETING</b> <input type="checkbox"/> PLEDGE OF ALLEGIANCE <input type="checkbox"/> DETERMINE QUORUM <input type="checkbox"/> ESTABLISH AGENDA <input type="checkbox"/> NEW EMPLOYEE INTRODUCTIONS
1.0 1.1 1.2 1.3 1.4 1.5	-	<b>CONSENT AGENDA</b> <input type="checkbox"/> 2015 Mileage Rate <input type="checkbox"/> Incidental Payments for 2015 <input type="checkbox"/> 2015 Savings Rate <input type="checkbox"/> 2015 Authorized Depositories <input type="checkbox"/> ACH Agreement with Citizens State Bank
<i>Items listed on the Consent Agenda are considered routine and non-controversial by the County Board. There will be no separate discussion of these items unless requested by a member of the County Board. If an item is removed, it will be discussed immediately following the approval of the remaining Consent Agenda items.</i>		
2.0 2.1 2.2	9:35 A.M. 5 Minutes 5 Minutes	<b>LISA HAGER, Employee Relations Director</b> <input type="checkbox"/> Labor Agreement – Transfer Station <input type="checkbox"/> Personnel Agenda
3.0 3.1	9:45 A.M. 5 Minutes	<b>JUDGE WILLIAMSON</b> <input type="checkbox"/> Swearing In of Appointed Position • Chief Deputy Mike Leonhardt
4.0 4.1	9:50 A.M. 5 Minutes	<b>MARK GAMM, Environmental Services Director</b> <input type="checkbox"/> Contract for Deed for Property Next to Landfill
5.0 5.1	9:55 A.M. 5 Minutes	<b>ROGER FRIEDT, Building Operations Supervisor</b> <input type="checkbox"/> Change Order #1 Request
6.0 6.1 6.2	10:00 A.M. 10 Minutes 5 Minutes	<b>ROSE CULBERTSON, Taxpayer Services Director</b> <input type="checkbox"/> Review 2014 Year End Bills <input type="checkbox"/> Review and Approve Bills (2015)
7.0 7.1	10:15 A.M. 5 Minutes	<b>JIM ELMQUIST, County Administrator</b> <input type="checkbox"/> SDA Board Members
8.0 8.1	10:20 A.M. 5 Minutes	<b>PAUL KILTINEN, County Attorney</b> <input type="checkbox"/> Legal Update

Dodge County Board of Commissioners  
Meeting Agenda  
Commissioner's Room, Courthouse Annex  
Mantorville, MN

**DODGE COUNTY BOARD OF COMMISSIONERS MEETING**

JANUARY 13, 2015 – 10:25 A.M.

9.0 9.1	10:25 A.M. 10 Minutes	<b>DAVID ERICKSON</b> , Public Safety Committee <input type="checkbox"/> Public Safety Committee Report <ul style="list-style-type: none"> <li>• Administration Vehicle Funding for Sheriff's Department (Action)</li> <li>• SRO Memorandum of Agreement (Action)</li> <li>• 2015 Law Enforcement Contracts Cities (Action)</li> </ul>
10.0 10.1	10:35 A.M. 5 Minutes	<b>RODNEY PETERSON</b> , Public Works Committee <input type="checkbox"/> Public Works Committee Report <ul style="list-style-type: none"> <li>• Training Request Over \$500 (Action)</li> <li>• Advertise for 2015 Bituminous Projects (Action)</li> </ul>
11.0 11.1	10:40 A.M. 25 Minutes	<b>JOHN ALLEN</b> , Chair <input type="checkbox"/> Administration Committee Report <ul style="list-style-type: none"> <li>• Minutes of the December 23, 2014 Committee of the Whole (Action)</li> <li>• Minutes of the December 23, 2014 Meeting (Action)</li> <li>• Minutes of the January 6, 2015 Organizational Meeting (Action) <ul style="list-style-type: none"> <li>• <input type="checkbox"/> County Commissioner Reports</li> <li>• <input type="checkbox"/> County Administrator Update</li> <li>• <input type="checkbox"/> Other Deferred Business</li> </ul> </li> </ul>
12.0	11:05 A.M.	<b>ADJOURN</b>

<i>Coming up in Dodge County:</i>
<i>January 13, 2015 – Government Services Building Tour After County Board Meeting.</i>
<i>January 13, 2015 – Extension Committee Meeting, 7:00 P.M., Annex, Mantorville, MN.</i>
<i>January 14, 2015 – Dodge County Township Officers Meeting, 7:30 P.M., Vernon Town Hall, Hayfield, MN.</i>
<i>January 16, 2015 – Retirement Celebration for Peggy Espey at Public Health/Service Center, 2:00 P.M., Dodge Center, MN.</i>
<i>January 19, 2015 – County offices closed to observe Martin Luther King Jr. Day.</i>
<i>January 20, 2015 – Fairview Care Center Meeting, 9:00 A.M., Dodge Center, MN.</i>
<i>January 20, 2015 – Board of Health Meeting, 11:00 A.M., Public Health/Service Center, Dodge Center, MN.</i>
<i>January 21, 2015 – Dodge County EDA Meeting, 4:30 P.M., Annex, Mantorville, MN.</i>
<i>January 22, 2015 – Ice Arena Committee Meeting, 5:30 P.M., Kasson City Hall, Kasson, MN.</i>
<i>January 26, 2015 – Community Corrections Task Force Meeting, 12:00 P.M., Annex, Mantorville, MN.</i>
<i>Dodge County Commissioners may be in attendance at these meetings.</i>

Members of the Dodge County Board may gather for lunch after the regular meeting in Mantorville or Kasson. This is a purely social event and members of the public are always welcome to attend. The County Board will not discuss or receive information on official business during this social event.

Dodge County Board of Commissioners  
Meeting Agenda  
Commissioner's Room, Courthouse Annex  
Mantorville, MN

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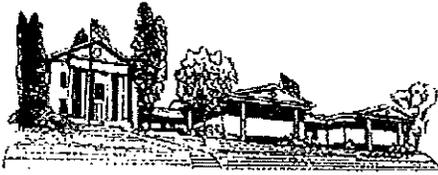
**DODGE COUNTY BOARD OF COMMISSIONERS MEETING**

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JANUARY 13, 2015 – 10:55 A.M.

<b>DEFERRED BUSINESS</b>	
1.	These are items that the County Board has previously discussed and voted to table or decided to take action on at a later date. These items may be brought back for discussion at any meeting by any County Board member.
2.	
3.	
4.	
5.	



Dodge County Courthouse

## DODGE COUNTY ENVIRONMENTAL SERVICES

22 6TH ST EAST • DEPT 123  
MANTORVILLE, MN 55955-2240  
507-635-6272 • FAX 507-635-6193

**DATE:** December 23, 2014

**TO:** Township Clerks, City of Kasson, City of Mantorville, City of West Concord, City of Dodge Center, City of Claremont, City of Hayfield, County Attorney, Minnesota Pollution Control Agency, and the DNR.

**FROM:** Mary Greening, Administrative Assistant

**RE:** Zoning Amendments

The Dodge County Planning Commission will hold a public hearing on Wednesday, February 4, 2015 at 1:00 pm in the lower level of the Dodge County Courthouse Annex. The Planning Commission will be considering an amendment to the Dodge County Zoning Ordinance.

This proposal is for new and amended language to Chapter 16: Performance Standards. **The proposed language changes are unlined or crossed out.** For your convenience the sections that are being considered for new and amended language is listed below:

- Chapter 16: 16.24 Feedlots & Pasture; 16.24.3 Application
- Chapter 16: 16.46 Solar Energy Farms; 16.46.2 A. Lot Size

Please send any written comments to the Environmental Services Office at the above address by January 22<sup>nd</sup>, 2015. If you have any questions please call the office at 507-635-6272.

Thank you



## **SECTION 16.24 FEEDLOTS & PASTURES**

### **16.24.1 CERTIFICATE OF COMPLIANCE**

A Certificate of Compliance must be applied for from the MPCA at any time:

- A. A new feedlot is proposed where a feedlot did not previously exist;
- B. A change in operation of an existing animal feedlot is proposed;
- C. A change in ownership, which includes the transfer of a feedlot operation from one member of a family to another member of the family. Any change in ownership shall not require the securing of or a review of any zoning or conditional use permit;
- D. An existing feedlot is to be restocked after being abandoned, or unused for five (5) or more years;
- E. An inspection by MPCA or county staff reveals that the feedlot is creating a potential pollution hazard.

### **16.24.2 STANDARDS FOR CONDITIONAL USE PERMITS**

The County may impose, in addition to the standards and requirements set forth in this Ordinance, additional conditions which the Planning Commission or County Board considers necessary to protect the public health, safety, and welfare. This may include, but is not limited to, any of the following:

- A. Conditional use permits shall be in effect only as long as sufficient land specified for spreading manure is available and is being used for such purposes as regulated otherwise by this Ordinance;
- B. All feedlots shall be operated in a manner consistent with the MPCA certificate of compliance and this Ordinance. Agricultural odors are not air pollution (Minnesota Rules, Chapter 7005.0950);
- C. All manure storage lagoons and earthen storage basins shall conform with MPCA design standards. All plans for manure storage lagoons and earthen manure storage basins shall be designed, and the plans signed, by an agricultural or civil engineer registered in the State of Minnesota, or by the United States Department of Agriculture Natural Resources Conservation Service (NRCS);
- D. An agricultural or civil engineer registered in the State of Minnesota or the United States Department of Agriculture NRCS shall provide

~~facilities, including those not located in a building~~

~~III. The location of any well, active or abandoned, and its distance to the nearest confinement building or outside lot~~

~~IV. The drainage patterns on the site.~~

16.24.4 SETBACKS FOR FEEDLOTS

- A. New feedlots are prohibited from locating in the 100 year floodplain;
- B. New feedlots shall not be located closer than 100 feet from any public or private well, including wells that have not been sealed in accordance with Minnesota Department of Health regulations;
- C. New feedlots shall be setback a minimum of 30 feet from the top of a steep slope or as determined by the Zoning Administrator. The expansion of an existing feedlot that is already located at less than 30 feet from a steep slope may occur, but the addition will be encouraged to not further encroach upon the slope setback;
- D. New feedlots shall be setback a minimum of 300 feet from the normal high water mark of a stream, river, or lake. The expansion of an existing feedlot that is already located at less than the 300 feet may expand, but the addition shall not further encroach upon the shoreline setback;
- E. New feedlots must be setback at least 100 feet from a public or private drainage ditch. The expansion of existing feedlots located less than 100 feet from a drainage ditch are encouraged to locate away from the drainage ditch;
- F. New animal feedlots of thirty (30) animal units or more shall be setback one thousand feet (1000') from:
  - I. Residential Dwellings (except the feedlot owner's or operator's dwelling).
  - II. The boundary of any subdivision within the Urban Expansion Residential District and Rural Residential District.
  - III. Golf courses, churches, cemeteries, camp grounds, public buildings, public, assembly areas, and
  - IV. Licensed daycare facility and any facility with a public water supply well.

C. New concrete manure storage pits shall provide a six (6) month storage capacity. Animal manure, when utilized as domestic fertilizer, shall not be stored for longer than one (1) year;

D. Manure application rates shall comply with Minnesota Rules, Chapter 7020 ~~the Best Management Practices, as established by the following agencies:~~

~~I. United States Department of Agriculture Natural Resources Conservation Service.~~

~~II. University of Minnesota Department of Agricultural Engineering~~

~~III. Minnesota Pollution Control Agency~~

E. Standards for the transportation of manure:

I. All vehicles used to transport animal manure on township, county, state highways, or through municipalities shall be leak proof

II. Manure spreaders with end gates shall be in compliance with this provision provided the end gate works effectively to restrict leakage and the manure spreader is leak proof

III. This section shall not apply to animal manure being hauled to fields adjacent to feedlot operations or fields divided by roadways provided the animal manure is for use as domestic fertilizer.

## SECTION 16.46 SOLAR ENERGY FARMS

Solar Energy Farms are distinguished from Accessory Solar Energy Systems, as they are the primary land use for the parcel on which the array is located.

### 16.46.1 CUP REQUIRED

Solar Energy Farms require a Conditional Use Permit issued under the procedures of Chapter 18.

### 16.46.2 PERFORMANCE STANDARDS

#### A. LOT SIZE

The lot parcel or tract upon which a Solar Energy Farm is located shall ~~be four times the area of the impervious surface created by the panels and/or arrays.~~ adequate to handle the stormwater produced by the impervious surface of the panels, but no less than the minimum lot size of the zoning district in which it is located.

#### B. STORMWATER MANAGEMENT AND EROSION AND SEDIMENT CONTROL

Stormwater management and erosion and sediment control shall meet the requirements of the appropriate permit issued by the Minnesota Pollution Control Agency.

#### C. FOUNDATIONS

The manufacturer's engineer or another qualified engineer shall certify that the foundation and design of the solar panels are within accepted professional standards, given local soil and climate conditions.

#### D. OTHER STANDARDS AND CODES

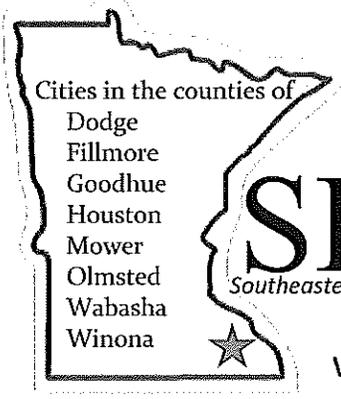
All solar energy farms shall be in compliance with any applicable local, state and federal regulatory standards, including the State of Minnesota's Uniform Building Code, as amended; and the National Electric Code, as amended.

#### E. POWER AND COMMUNICATION LINES

Power and communication lines running between banks of solar energy panels and to electric substations or interconnection with building shall be buried under ground.

Power and communication lines for the purpose of transporting energy from the solar farm are considered Essential Service Lines and are regulated under Section 16.21 of this Chapter.

#### F. Solar Energy Farms shall not be permitted in areas where glare or reflection poses a risk to passing traffic.



**SEMLM**  
 Southeastern Minnesota League of Municipalities

www.semlm.org

**Annual Meeting**  
**Thursday**  
**January 29, 2015**  
**Canadian Honker Events Apache**  
 1517 - 16th Street SW  
 Rochester, MN 55902  
*Note the new location!*  
 Directions at this link:  
<http://canadianhonkerevents.com/contact-us/>

- 6:00 pm Social Time
- 6:30 pm Dinner – Menu: Burgundy Pepper Steak Topped with Wild Mushroom Sauce, Dutchess Potatoes, Green Beans with Bacon and Onion, House Salad, Dinner Rolls, Coffee, Dessert of either Bunnie's Coconut Cake or Chocolate Raspberry Cake (alternating)
- 6:50 pm Welcome from City of Rochester
- 7:00 pm SEMLM Business and **\*Voting – Please have your city represented**
- 7:15 pm **2015 Legislative Policy Adoption with SEMLM Membership \*Voting**
- 7:40 pm **Tourism Trends and Strategies for SE MN**  
 with Dave Vogel, Explore Minnesota Tourism, Regional Manager

*Hosted by the City of Rochester*  
**Registrations Due Friday, January 23rd**

Send to: Donna Bussell, Mayor's Associate  
 Office of the Mayor  
 201 4th St SE, Suite 281  
 Rochester, Minnesota 55904  
 Phone: 507-328-2700  
[dbussell@rochestermn.gov](mailto:dbussell@rochestermn.gov)

**Registration from** \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

*Number of meals for member city* \_\_\_\_\_ x \$25 = \$ \_\_\_\_\_ (current paid SEMLM member)  
*Number of meals for nonmember city* \_\_\_\_\_ x \$30 = \$ \_\_\_\_\_ (no membership fee)

***Make checks payable to "City of Rochester"***

Names of attendees:

_____	_____
_____	_____
_____	_____
_____	_____

# RatingsDirect®

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## Summary:

# Mantorville, Minnesota; General Obligation

### Primary Credit Analyst:

Anna Uboytseva, Chicago (1) 312-233-7067; [anna.uboytseva@standardandpoors.com](mailto:anna.uboytseva@standardandpoors.com)

### Secondary Contact:

Scott Nees, Chicago (1) 312-233-7064; [scott.nees@standardandpoors.com](mailto:scott.nees@standardandpoors.com)

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Rationale

Outlook

Related Criteria And Research

## Summary:

# Mantorville, Minnesota; General Obligation

### Credit Profile

Mantorville GO rfdg bnds

*Long Term Rating*

AA-/Stable

Affirmed

## Rationale

Standard & Poor's Ratings Services affirmed its 'AA-' rating, with a stable outlook, on Mantorville, Minn.'s general obligation (GO) refunding debt based on Standard & Poor's local GO criteria, published Sept. 12, 2013, on RatingsDirect.

Revenue from the city's unlimited-tax GO pledge and the city's water and sewer utility system secure the 2011A bonds.

The rating reflects our opinion of the following factors for the city:

- In our opinion, Mantorville's economy is weak with projected per capita effective buying income at 112% of the national average. Market value is roughly \$49,720 per capita. Mantorville, with a population estimate of 1,388, is in Dodge County in southeast Minnesota, about 15 miles west of Rochester. Management tells us many residents commute into Rochester for jobs at the Mayo Medical Center and IBM. County unemployment averaged 5% in 2013; county unemployment has historically been below state and national levels.
- In our view, budgetary performance is strong overall. Mantorville ended fiscal 2013 with surpluses of 11% for the general fund and 39% for total governmental funds. The city has reported generally positive general fund results, but it has experienced mixed total governmental funds results in three of the past four fiscal years; management mostly attributes recent drawdowns for capital purposes. Management expects break-even results in the general fund in fiscal years 2014 and 2015 and a total governmental funds drawdown in fiscal 2014.
- We consider budgetary flexibility very strong with available reserves exceeding 75% of adjusted operating expenditures during the past several fiscal years. As of fiscal year-end Dec. 31, 2013, available general fund reserves were \$639,000, or 91% of expenditures. The general fund balance is in-line with Mantorville's formal fund balance policy of maintaining 35%-65% of budgeted expenditures, and management expects available reserves will likely remain at current levels for the next couple of fiscal years. We consider the city's consistent maintenance of available reserves in excess of 75% of expenditures a credit strength.
- Supporting Mantorville's finances is, what we view as, very strong liquidity with available cash at 283% of adjusted total governmental funds expenditures and 18x debt service coverage, excluding debt refinancing. Based on past debt issuance, we believe Mantorville has strong access to capital markets to provide liquidity, if necessary.
- In our opinion, Mantorville's management conditions are strong with "good" financial management practices under our Financial Management Assessment methodology, indicating that financial practices exist in most areas but that governance officials might not formalize or regularly monitor all of them. Highlights of the city's practices include management's monthly reports on budget-to-actual performance to the city council and quarterly reports on investment holdings to the finance committee. Management's policy is to maintain a general fund reserve at 35%-65% of expenditures.
- We consider Mantorville's debt and contingent liabilities profile adequate. Adjusted debt service accounts for 16% of

adjusted total governmental funds expenditures. Officials plan to repay 90% of direct debt over 10 years, which we view as a credit strength. Mantorville makes its full annual required contribution to the public employees' retirement fund and the fire fund, both of which are cost-sharing, multiemployer retirement plans. The fiscal 2013 pension contribution of \$14,000 amounted to 2% of adjusted total governmental funds expenditures. The city does not offer other postemployment benefits to retirees.

- We consider the Institutional Framework score for Minnesota cities with a population between 1,000 and 2,500 and a combined clerk-and-treasurer position adequate.

## Outlook

The stable outlook reflects Standard & Poor's opinion that Mantorville will likely maintain its very strong budgetary flexibility and liquidity. We do not expect to lower the rating within the two-year outlook period because we believe that Mantorville will likely achieve, at least, what we consider, adequate budgetary performance for fiscal years 2014 and 2015 and that management will likely maintain, what we view as, very strong reserves at more than 75% of operating expenditures. At the same time, we do not expect to raise the rating within the next two years due to our view that, what we consider, the weak economic profile is unlikely to improve significantly. We, however, could lower the rating if reserves were to stabilize below \$500,000 and below 75% of operating expenditures.

## Related Criteria And Research

### Related Criteria

USPF Criteria: Local Government GO Ratings Methodology And Assumptions, Sept. 12, 2013

### Related Research

- S&P Public Finance Local GO Criteria: How We Adjust Data For Analytic Consistency, Sept. 12, 2013
- Institutional Framework Overview: Minnesota Local Governments

Complete ratings information is available to subscribers of RatingsDirect at [www.globalcreditportal.com](http://www.globalcreditportal.com). All ratings affected by this rating action can be found on Standard & Poor's public Web site at [www.standardandpoors.com](http://www.standardandpoors.com). Use the Ratings search box located in the left column.

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## Mantorville Park and Recreation Board

11-25-14



Members Present: Cresta Melcher, Ann Tuma, Elizabeth Oolman, and Will Lambert

Members Absent: Don Swanson

Guests: Scott Larson

1. Meeting called to order at 7:15 pm.
2. Minutes from 10-28-14 were approved.
3. Changes to agenda: New Business- Retirement of Dave Leth
4. **New Business -**
  - a. **Election of Officers for 2015- Cresta/All:** Cresta will be stepping down as Park Board chairman and “retiring” from park board. She will continue to be on the dog park sub-committee. Ann Tuma will serve as president for the upcoming year. Henry Blair will remain treasurer and Will Lambert will serve as secretary. The city council will have to accept these position changes before they can take effect.
  - b. **Bratlien Tree Removal Request- All:** This request pertains to the same tree removal request that we discussed at the 10-29-13 park board meeting. The board will re-state their same position on this issue: In accordance with the tree ordinance, we advise the city to not remove or allow the removal of trees on city property as long as they are healthy and non-hazardous. The trees in question are healthy. The park board will assess visibility and hazard issues relating to the trees in the spring once they have leaves and will make a recommendation to the city if trimming is necessary. The board wants to remind the homeowners that trees cannot be removed from the boulevard without the city’s permission.
  - c. **Retirement of Dave Leth as of December 31<sup>st</sup>:** Interviews for a replacement will be within the next week
5. **Old Business**
  - a. **Playground Equipment at Mantor Field- All:** Since ground is now frozen, there will be no excavation until spring. Scott informed us that at the most recent joint ventures meeting, there was discussion to discontinue the need for a football field at Mantor Field and upgrade the baseball field for use as a JV field for the school. If this is the case, then we could potentially re-draw the boundaries for the playground equipment that we would like to install. We will discuss this with joint ventures and get it figured out over the next few months. We will ask the city council to carry-over the allotted amount for this project (\$9000) into the 2015 fiscal year.
  - b. **Dennison Fence Repair- All:** The diamond plate for the back of the bleachers has already been ordered and it being cut. JJ Williams, from the Joint Ventures group, want to look at the issues and see if there is a better way for the repair. He will work with Scott to come up with some options although the board feels we have looked into many of them already. The diamond plate will have to be used as it cannot be returned at this point.

**6. Reports**

- a. **Financial Report:** nothing to report
- b. **City Council Report:** no report.
- c. **Public Works Report:** Scott stated that the Joint Ventures group was wondering why we don't have insurance on our fencing in Dennison and Mantor Field. This is something we will have to talk to the council about as we do not know what is written into the city policy. Some ideas Scott would like us/city to work on- upgrade to Stussey park... fix the drainage problem there. Bathroom building from Rochester tax money?

7. Meeting dismissed at 8:08pm. There will be no meeting in December. The next meeting will be held on Tuesday, January 27<sup>th</sup>, 2015 at 7pm in the Mantorville City Council Chambers.

City Mantorville  
 Date 12/1/2014 thru 12/31/2014

<u>Agency</u>	<u>Incident Nr</u>	<u>Location</u>	<u>LocCity</u>	<u>Activity</u>
K	201400003625	320 Main St N	Mantorville	Motorist Assist
K	201400003480	515 West St	Mantorville	Assist Other Agency
K	201400003487	702 Chestnut St	Mantorville	Assist Other Agency
K	201400003450	507 Chestnut St	Mantorville	Assist Other Agency
S	201400009977	300 Blk Main St N	Mantorville	Traffic
S	201400010231	600 Washington St	Mantorville	Found Animals
S	201400009911	904 Clay St	Mantorville	Cell Call Open Line
S	201400010517	600 Washington St	Mantorville	Cell Call Open Line
S	201400010182	22 6th St E	Mantorville	Sex Offense
K	201400003643	600 Washington St	Mantorville	Assist Other Agency
S	201400009933	1024 Main St N	Mantorville	Animal Bites
S	201400010023	102 S Hwy 57	Mantorville	Suspicious Activity
S	201400010191	320 Bergman Dr	Mantorville	Suspicious Activity
S	201400010172	22 6th St E	Mantorville	Warrants- Out of Co.
S	201400010367	22 6th St E	Mantorville	Warrants- Out of Co.
S	201400009927	916 Walnut St	Mantorville	Disturbance
S	201400010010	515 West St	Mantorville	Alarm
S	201400010018	22 6th St E	Mantorville	Probation Violation
S	201400010106	816 Hickory Ln	Mantorville	Disturbance
S	201400010285	320 Main St N	Mantorville	Alarm
S	201400010442	600 Washington St	Mantorville	Disturbance
S	201400009844	127 State Hwy 57	Mantorville	Warrants
S	201400009845	127 State Hwy 57	Mantorville	Warrants
S	201400010015	22 6th St E	Mantorville	Found Property
S	201400010153	22 6th St E	Mantorville	Appreh/detention Orde
S	201400010197	22 6th St E	Mantorville	Appreh/detention Orde
S	201400010240	22 6th St E	Mantorville	Appreh/detention Orde
S	201400010247	320 Main St N	Mantorville	Traffic
S	201400010268	22 6th St E	Mantorville	Appreh/detention Orde
S	201400010441	600 Washington St	Mantorville	Dar/revoked DI
S	201400010487	22 6th St E	Mantorville	Dar/revoked DI
S	201400009872	606 Golfview Ct	Mantorville	Fraud
S	201400009877	31 Cr 21	Mantorville	Harassment O.f.p.
S	201400010022	22 6th St E	MANTORVILLE	Motorist Assist
S	201400010062	915 Main St N	MANTORVILLE	Medical Assist
S	201400010105	910 Walnut St	Mantorville	Lost Animals
S	201400010109	18 Riverview Rd	Mantorville	Lost Animals
S	201400010136	409 5th St W	Mantorville	Lost Animals
S	201400010408	515 West St	Mantorville	Medical Assist
S	201400009814	600 Washington St	Mantorville	Mv. Accident
S	201400009903	507 Chestnut St	Mantorville	Ambulance Run
S	201400010042	1009 Chestnut St	Mantorville	Ambulance Run
S	201400010043	702 Chestnut St	Mantorville	Ambulance Run
S	201400010163	915 Main St N	Mantorville	Ambulance Run
S	201400010274	14 Riverview Rd	Mantorville	Ambulance Run
S	201400010338	716 West St	Mantorville	Ambulance Run
S	201400010393	916 Walnut St	Mantorville	Ambulance Run
S	201400010543	809 Jefferson St	Mantorville	Ambulance Run
S	201400010004	417 Chestnut St	Mantorville	Probation Check
S	201400010049	22 6th St E	Mantorville	Transportation Order
S	201400010168	600 Washington St	Mantorville	Probation Check
S	201400010232	22 6th St E	Mantorville	Contempt Of Court
S	201400010547	22 6th St E	Mantorville	Probation Check
S	201400009810	916 Walnut St	Mantorville	Juvenile Complaint
S	201400009774	129 Main St N	Mantorville	Paper Service

Total 55

# LOCAL BOARD OF APPEAL & EQUALIZATION (LBAE) and OPEN BOOK

## April 2015

April 2015							May 2015						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						

Apr 27 - May 1	Apr 20 - 24	Apr 13 - 17	Apr 6 - 10	Mar 30 - Apr 3
Monday	Tuesday	Wednesday	Thursday	Friday
Mar 30	31	Apr 1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	May 1
<div style="border: 1px solid black; padding: 2px;">LBAE</div> <div style="border: 1px solid black; padding: 2px;">6:30pm 7:00pm Mantoville City</div>	<div style="border: 1px solid black; padding: 2px;">LBAE</div> <div style="border: 1px solid black; padding: 2px;">6:00pm 6:30pm Dodge Center</div>	<div style="border: 1px solid black; padding: 2px;">LBAE</div> <div style="border: 1px solid black; padding: 2px;">6:00pm 6:30pm West Concord</div>	<div style="border: 1px solid black; padding: 2px;">OPEN BOOK</div> <div style="border: 1px solid black; padding: 2px;">6:00pm 7:00pm Hayfield City</div> <div style="border: 1px solid black; padding: 2px;">6:00pm 7:00pm Kasson City</div>	<div style="border: 1px solid black; padding: 2px;">OPEN BOOK</div> <div style="border: 1px solid black; padding: 2px;">10:00am 11:00am County Wide Open Book</div>
<div style="border: 1px solid black; padding: 2px;">LBAE</div> <div style="border: 1px solid black; padding: 2px;">11:00am 11:30am Westfield Twp</div> <div style="border: 1px solid black; padding: 2px;">1:30pm 2:00pm Claremont City</div> <div style="border: 1px solid black; padding: 2px;">2:30pm 3:00pm Claremont Twp</div>	<div style="border: 1px solid black; padding: 2px;">LBAE</div> <div style="border: 1px solid black; padding: 2px;">9:00am 9:30am Canisteo Twp</div> <div style="border: 1px solid black; padding: 2px;">10:30am 11:00am Vernon Twp</div> <div style="border: 1px solid black; padding: 2px;">4:00pm 4:30pm Mantoville Twp</div>	<div style="border: 1px solid black; padding: 2px;">LBAE</div> <div style="border: 1px solid black; padding: 2px;">9:00am 9:30am Ashland Twp</div> <div style="border: 1px solid black; padding: 2px;">2:00pm 2:30pm Ellington Twp</div> <div style="border: 1px solid black; padding: 2px;">3:30pm 4:00pm Wasioja Twp</div>	<div style="border: 1px solid black; padding: 2px;">OPEN BOOK</div> <div style="border: 1px solid black; padding: 2px;">6:00pm 7:00pm Concord Twp</div> <div style="border: 1px solid black; padding: 2px;">6:00pm 7:00pm Hayfield Twp</div> <div style="border: 1px solid black; padding: 2px;">6:00pm 7:00pm Milton Twp</div> <div style="border: 1px solid black; padding: 2px;">6:00pm 7:00pm Ripley Twp</div>	

# Memorandum

**To:** Mayor and City Council  
**From:** Cami Reber  
**Date:** 01/12/2015  
**Re:** Garbage Hauler Licenses

---

The following companies have applied for garbage/refuse hauler licensing in the City of Mantorville for 2015:

- Hometown Haulers, LLC
- Waste Management
- Advanced Disposal
- Garbage Man of Rochester

Per City requirements, all are licensed by Dodge County and have submitted certificates of insurance. All have met the requirements to operate in the City of Mantorville.

Council should approve the Refuse Haulers License for 2015.

# Memorandum

**To:** Mayor and City Council  
**From:** Cami Reber  
**Date:** 01/12/2015  
**Re:** Rental License Renewals

---

The following list is the rental renewals received to date for 2015. All of these property owners have completed the required paperwork and paid for their renewal per City Ordinance. The City Council should approve the rental license renewals submitted to date for 2015.

209 5th ST W  
507 Chestnut Street  
601 Monroe Street  
916 Walnut Street  
81 County Road 21  
605 Clay Street #3  
721 East Street  
16 5<sup>th</sup> Street West  
# 2 Elliotts Court  
#11 Elliotts Court

CONFIDENTIAL

**RESOLUTION 2015-02**  
**A RESOLUTION APPROVING CITY DESIGNATIONS FOR 2015**

WHEREAS, the City Council is required to appoint certain designations at the beginning of each year; and

THEREFORE BE IT RESOLVED, by the Mantorville City Council, that the following is the list of designations for 2015;

Newspaper – Dodge County Independent

City Attorney – Scott Riggs, Sarah Sonsalla – Kennedy Graven, Chartered

City Prosecutor – David Jacobsen - Hero, Jorstad & Jacobsen

City Engineer – Tim Hruska, WHKS & Company

City Auditor – Smith Schafer & Associates

Building Inspector – Construction Management Services (CMS)

Banking and Investments – Citizens State Bank, 4M Fund, Eastwood Bank, Kasson State Bank

City Insurance Agent – Joe Waugh & Associates

THEREFORE BE IT FURTHER RESOLVED, The Council hereby appoints Henry Blair as Acting Mayor in the absence of the Mayor.

Passed by the Mantorville City Council this 12<sup>th</sup> day of January, 2015.

---

Mayor Chuck Bradford

ATTEST:

---

City Clerk Treasurer, Camille C. Reber

**RESOLUTION 2015-03**  
**A RESOLUTION ADOPTING THE MASTER FEE SCHEDULE FOR 2015**

WHEREAS, The City Council of the City of Mantorville, per section 32.02 of the City Code, does hereby establish that certain fees be set from time to time; and

WHEREAS, City staff has reviewed the current Master Fee Schedule for the City of Mantorville and is hereby recommending the attached 2015 Fee Schedule; and

WHEREAS, the attached Fee Schedule is available for inspection and is on file in the office of the City Clerk; and

WHEREAS, Appendix A of section 32.02 of the Mantorville City Code is hereby amended with the attached list of fees for 2015.

NOW THEREFORE BE IT RESOLVED, by the Mantorville City Council that the following attached fee schedule for 2015 is approved.

Adopted by the Mantorville City Council this 12<sup>th</sup> day of January, 2015

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Mayor Chuck Bradford

ATTEST:

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City Clerk Treasurer, Camille C. Reber

## EXHIBIT A

### 2015 MASTER FEE SCHEDULE FOR THE CITY OF MANTORVILLE

Fees shall be hereby established. In the event of a conflict, this Fee Schedule shall prevail:

#### ADMINISTRATIVE FEES:

Copies	25¢ per page B/W; (.10 if paper furnished) 40¢ double sided \$1.00 per page Color
NSF/Closed Account/Stop Payment	\$30.00 per check
Copy of Council Meeting recording (disk)	\$5.00 per disk
Duplicate License/Permit (any type)	\$10.00
Mileage Reimbursement	@ IRS allowed rate .56/mile for 2014
Maps	\$1.00 BW \$2.00 Color
Fax	\$1.25 per page
Assessment Search	\$30.00
Copy of City Code	\$65.00 - Binder \$50.00 - Non Binder
Notary	\$1.00
Affidavit of Candidacy Filing Fee	\$2.00
Open Records/Public Information Request	\$15.00/hr
Document Recording	\$50.00
Mowing/Yard Cleanup	\$100/hr with a 1 hr minimum

#### BUILDING PERMIT FEES

Administrative Fee	\$75.00 (not applied to flat fee permits)
Building Permit	30% of 1997 UBC rates
Plan Check Fee	65% of Building Permit Fee
State Surcharge	.0005 of Valuation
Commercial Reshingle	(Contact CMS - They will determine, if flat fee)
Door Replacement-Entire Frame	\$105.00
Reroof, reshingle, reside, replace water heater, replace furnace, add fireplace, etc.	\$55.00
Mechanical Permit	\$55.00
Plumbing Permit	\$55.00
Window Replacement-Entire frame	\$105.00 (If vinyl inserts replacement-No Permit)
Ingress Windows - Flat Fee	
Egress Windows - NOT FLAT FEE	
REISSUE OF EXPIRED PERMIT	Equal to original Permit Fee
FAILURE TO OBTAIN BUILDING PERMIT	\$150.00, or a sum equal to two times the building permit fee applicable to the project, whichever is greater

**LAND USE FEES:**

Preliminary Plat	\$350.00 + \$1/lot
Final Plat	\$150.00
Minor Subdivision	\$200.00 (less than 3 lots)
Variance	\$250.00
Rezone	\$250.00
Vacation	\$250.00
Conditional Use Permit	\$250.00
Parkland Dedication	\$100.00 per lot
Annexation	\$300.00 + all associated costs
Appeal	\$150.00
Metes and Bounds Lot Split	\$250.00

**UTILITIES**

Water/Sewer Accessibility Charge to developers

Water (WAC)	\$2,000 per developable acre
Sewer (SAC)	\$1,000 per developable acre

Connection Fee for residential and commercial construction

Water	\$614 per building
Sewer	\$2,639 per building

2015 Utility rates

Water Base	\$ 15.71
Water per thousand gallons	\$ 3.90
Sewer Base	\$ 25.05
Sewer per thousand gallons water	\$ 5.19
Water Shut off/Reconnection	\$100.00

***\*\*Residents that leave for the winter months and request their water to be shut-off at the curb will be charged the \$100 fee when the water is turned back on. Monthly Base fees are not charged when the water is shut off at the curb.***

**FAILURE TO INSTALL A WATER METER @ ORDINANCE NO. 157**

	\$50.00/month in addition to regular utility charges
Outside Water Meter/Meter Replace	\$300
MDH Fee (set by State)	\$.56 per month
UB Late Fee	20% of outstanding current month bill
Bulk Water Rate	\$10.00 per thousand gallons

## LICENSE & PERMIT FEES

### Alcoholic Beverages – Set by State Statute

3.2% Malt Liquor On-Sale	\$200.00
3.2% Malt Liquor Off-Sale	\$100.00
Consumption & Display	\$250.00 (Check made out to State of Minnesota)
Intoxicating On-Sale	\$2,500.00
Intoxicating Off-Sale	\$100.00
Club On-Sale	\$ 100.00
Sunday Liquor On-Sale	\$ 200.00
On-Sale Wine	\$ 500.00
Investigation	Associated costs
Temporary Liquor	\$25.00 per day
Mantorville Brewery	\$142.00

Mechanical Amusement Devices \$50.00 1-4 devices, \$15 each additional

### Dog License

Neutered	\$10.00
Not Neutered	\$20.00
Replacement tag	\$5.00

### Dog Impound Fees 2015

Pickup Fee	\$ 50.00
Impoundment	\$25.48
Boarding	\$19.53
Euthanasia/Disposal	\$71.07
Rabies Vaccine	\$32.88

Garbage Haulers Permit \$500/annual

Fireworks Display \$25.00 each show

### Peddlers/Solicitor

Investigation	\$100.00
Per day per applicant	\$10.00

Excavation Permit (right of way) \$30.00

Water/Sewer Contractor Permit \$30.00 (Contractor's License to do work)

Bond amount \$25,000 (Copy of State Required Bond)

Park Shelter Reservation \$30.00 per day

Permanent Sign Permit \$50.00

Rental Property License \$25/each dwelling containing less than 4 units

\$30/each dwelling for 4 to 8 units

\$3.50/day (up to 20 days) for failure to renew license

Golf Cart Permit \$5.00 (Handicapped)

## 2015 Billing Rates for Mantorville Fire Department

Equipment used (Not Responding Vehicles) - 1 <sup>st</sup> two hours	- \$ 500
Hours beyond first two hours	-----\$ 150/per hour
Barn Fire 3 Hours Pumping (Up to 5 hours)	-----\$ 950
Carbon Monoxide Detector Alarm	----- \$ 250
False House Alarm System Triggered	----- \$ 250
False House Alarm System Triggered (Homeowner says OK)	-- NO CHARGE
Grass Fire (10 Minutes to Extinguish)	----- \$ 500
Grass Fire (1 Hour to Extinguish)	----- \$ 500
Hazardous Material Spill	----- \$ 250
Smoke Odor In Building	----- \$ 250
Request for Assistance (Cancelled before Arrival)	----- NO CHARGE
Request for Assistance (Minimal or no equipment used)	----- \$ 250/per hour
Structure Fire (1.5 Hours Pumping)	----- \$ 500
Structure Fire (2 Hours Pumping - 4 Hours Standby)	----- \$1,100
Structure Fire (2 Hours Pumping w/Mutual Aid)	----- \$ 500 + Mutual Aid
Vehicle Accident (Extrication)	----- \$ 500
Vehicle Accident w/Fire	----- \$ 500
Vehicle Accident w/Fire & 2 Gallons Foam (No Extrication)	- - \$ 545
Vehicle Accident (On scene no action needed)	----- \$ 250
Vehicle Occupant Rescue	----- \$ 500.00
Direct Expense Additions	
Replacement cost for foam	
Mutual Aid bills from other Fire Departments	

**Note: Travel time is not included in any billing hours.**

## 2015 CAMPSITE FEE SCHEDULE

(WATER - ELECTRIC)

### SITES 1 THRU 4

(East side next to river)

All fees listed includes State Sales Tax required to be charged

1 NIGHT	\$16.00
2 NIGHTS	\$32.00
3 NIGHTS	\$48.00
4 NIGHTS	\$64.00
5 NIGHTS	\$80.00
6 NIGHTS	\$96.00
WEEKLY	\$112.00
MONTHLY	\$448.00

## CAMPSITE FEES

(WATER-SEWER-ELECTRIC)

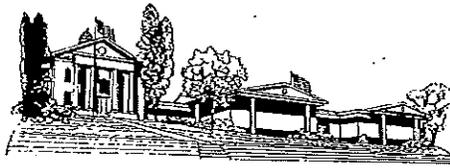
### SITES 5 THRU 10

(West side)

1 NIGHT	\$ 21.00
2 NIGHTS	\$ 42.00
3 NIGHTS	\$ 63.00
4 NIGHTS	\$ 84.00
5 NIGHTS	\$ 105.00
6 NIGHTS	\$ 126.00
WEEKLY	\$ 147.00
MONTHLY	\$ 588.00

# DODGE COUNTY ASSESSOR'S OFFICE

Ryan DeCook, SAMA  
22 6<sup>th</sup> Street E, Dept 44  
Mantorville, MN 55955-2205



Kim Walstad  
Matt Naatz, CMA  
Mike Stupka, SAMA  
Wendy Iverson, CMA

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Phone: (507) 635-6245

Fax: (507) 635-6255

Toll-Free: (888) 600-5169

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December 2, 2014

Camille Reber, City Clerk  
City of Mantorville  
PO Box 188  
Mantorville, MN 55955

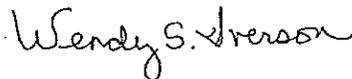
RE: 2015 Assessment Agreements

Dear Camille,

Enclosed is a copy of the 2015 Assessment Agreement between the City of Mantorville and Dodge County. Please sign and return the original agreement and the assessment fee to the Assessor's Office by February 13, 2015. The Assessment Fee for 526 parcels is \$5757.

If you have any questions or comments, feel free to contact me at the above address or e-mail me at [wendy.iverson@co.dodge.mn.us](mailto:wendy.iverson@co.dodge.mn.us). Thank you for your prompt attention to the 2015 Assessment Agreement.

Sincerely,



Wendy S. Iverson, CMA  
Assessment Office Manager

Enclosure

**ASSESSMENT AGREEMENT  
BETWEEN  
THE City of Mantorville AND DODGE COUNTY**

**THIS AGREEMENT** is made and entered into by and between the **City of Mantorville** and the **COUNTY OF DODGE**, State of Minnesota, this 2nd day of December, 2014.

**WHEREAS**, the City of Mantorville wishes to abolish the office of Local Assessor and enter into an agreement with the **COUNTY OF DODGE** to provide for the assessment of the property in said City by the County Assessor for the calendar year 2015;

**WHEREAS**, it is the wish of Dodge County to cooperate with said City to provide for a fair and equitable assessment of property;

**NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS HEREIN CONTAINED, IT IS AGREED AS FOLLOWS;**

1. That the City of Mantorville, which lies within the boundaries of Dodge County, constitutes a separate assessment district, shall have its property assessed by the County Assessor of Dodge County for the assessment year 2015.

2. It is further agreed that the office of local assessor of the City of Mantorville is hereby abolished pursuant to the approval of the agreement, which shall be until December 31, 2015.

3. In consideration for said assessment services, the City of Mantorville agrees to pay Dodge County the sum of \$5757, such payment to be made payable to Dodge County on or before February 13, 2015.

**IN WITNESS WHEREOF**, the parties have executed this agreement this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

_____ City Clerk, City of Mantorville	_____ Chair, Dodge County Board of Commissioners
_____ Mayor, City of Mantorville	_____ County Administrator, Dodge County
_____ Date	_____ Date