

**MANTORVILLE CITY COUNCIL MEETING AGENDA**  
**MONDAY FEBRUARY 23, 2015**  
**6:30 PM**

1. Call to Order
2. Pledge of Allegiance
3. Additions/Deletions to Agenda
4. Consent Agenda
  - a) City Council Meeting Minute's February 9, 2015
  - b) Warrant List February 23, 2015
  - c) Dodge County Board of Commissioners Meeting Agenda
  - d) Board of Adjustment Training - Information
  - e) 2015 Safety and Loss Control Workshops – Information
  - f) Toward Zero Deaths Workshop – Information
  - g) Notice of Public Hearing DCPC
5. Public Concerns
6. Public Hearing - none
7. Old Business/New Business
  - a) Koreen Seim – Mantorville Saloon Events Request
  - b) Tom Nerud – Request for Amendment to Four Wheeler Ordinance
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 - none
10. Adjourn

**MANTORVILLE CITY COUNCIL MEETING AGENDA  
MONDAY FEBRUARY 9, 2015  
6:30 PM**

1. **Call to Order** – Mayor Bradford called the meeting to order at 6:30 pm.

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

Others Present: Lynn and Ben Boynton, Dave Dripps, Dan Trapp, Darryl Clements – DCSO, Gretta Becay, Scott Larsen and Cami Reber.

2. **Pledge of Allegiance** - done

3. **Additions/Deletions to Agenda**

Addition – Sharon Davern as Item 7a.

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 January 26, 2015
- b) Warrant List February 9, 2015
- c) Mantorville EDA Meeting Minutes January 6, 2015
- d) Park Board Meeting Minutes January 27, 2015 (draft)
- e) Mantorville Fire Department Meeting Minutes January 14, 2015
- f) Dodge County Board of Commissioners Meeting Agenda
- g) Sheriff's Report for January

Motion passed unanimously.

5. **Public Concerns** - none

6. **Public Hearing** - none

7. **Old Business/New Business**

- a) **Sharon Davern – 121 5<sup>th</sup> Street West owner**

Sharon approached the Council with the request to approve a building permit for new siding on her home. Because her home is in the Historic District, she is required to get consult with the MRA on any physical feature project on her property.

She had approached the MRA previously regarding a privacy fence. They suggested a wrought iron fence which was not cost effective for her. It was unrealistic. The outside of her home is deteriorating tremendously – there is a lot of rot. Her goal is to keep it looking good; and as much the same as she can. She is tired of the obstruction of time in dealing with the MRA and feels they don't care until it comes time that she needs a decision.

She contacted the National Registry and was told that they cannot tell her what to do. There are no grants or programs to help out because this is privately owned. She has done countless hours of research on Victorian houses. She isn't happy that she has to go the siding route but because of the current condition, it cannot be done the same way without incurring a lot of expense. She cannot afford to paint it every couple of years and the wood would need to be milled. All of the decorative things will remain and she will preserve what she can and maintain the look of the house.

The City ordinance talks about preserving Historical structures such as this house. She is here to preserve the house and stop any further deterioration. It doesn't do the City any good to let these structures deteriorate. She will be submitting a permit request to move forward. She questioned if the MRA is really doing what they can for the private property owners. Council Members discussed and asked about other options. Sharon replied that it is cost prohibitive due to the deterioration and current condition. Motion made by Member Roth, second by Member Swanson to approve the building permit without the MRA approval. Mayor Bradford asked for her to continue research on something besides vinyl siding if possible. She said she would and she isn't happy that she has to go this route but she is having difficulty finding anything besides the vinyl siding that is cost effective. Motion passed unanimously.

**b) Lynn Boynton – Insurance Brokers of MN**

Lynn Boynton, Insurance Brokers of MN, is requesting to become the insurance agent for the City of Mantorville. He has approached the Council for the last two years and he feels that a fresh set of eyes is always good. He would propose 7% commission on the vehicles and equipment, and 3% on workman's comp. Member Blair feels it is fair to mull it over for a couple of weeks. Member Swanson asked to table the request. The Council agreed. Cami will pull the rates information and bring it back in a month.

**c) Dave Dripps**

Dave Dripps introduced himself to the Council and gave some information on his involvement in the community. He also handed out a proposal and reviewed it with the Council. His information focused on EDA activity, the City Comprehensive Plan and alternative way to use the Rochester Sales Tax dollars with more focus of sharing with the businesses and home owners.

He would like to see the City commit one half of the Rochester sales tax dollars and the revolving loan fund dollars to those that want to have businesses in town. We need to do more than just sustain what we have, get more people and business into town. He feels we can do a lot better with the money we have available.

Council Members discussed with Dave what he needs to do to apply for the revolving loan fund dollars. The EDA is working with the local bank who will make their recommendation regarding the viability of the loans. The Council will not take any action on Dave's proposal but they will submit it to the EDA for further discussion.

**d) Tax Abatement Policy**

Mayor Bradford discussed the Tax Abatement draft that the EDA is recommending for approval by the City Council. Council Members agreed to table this until the first meeting in March. They want time to review it and to check on any requirements for a public hearing before it is adopted.

**e) Stop Sign Request – Memo from Tim Hruska**

Council reviewed the information submitted regarding the stop sign request. Member Roth noted that it is good to have it in writing for future requests. Sometimes this is the best we can do.

**8. TBD**

**a) Public Works Report** – Scott handed out his public works report noting the great work Darin is doing so far, the work on the transponders and repairs and replacement of old signs around town along with the daily city tasks.

**b) City Clerk Report** – Cami updated the Council on the demo project of the West Street House, the new computer install, and dog park complaint.

c) **Consultant Report** - none

d) **Committee Report**

Chamber – Member Roth noted the Annual Chamber meeting and DMC presentation.

EDA – Mayor Bradford updated members on the intra city trail and the logo and tag line.

Fire Department – Member Swanson reported on the FD training and meeting.

Park Board – Henry reported nothing additional outside of the minutes the Council has.

e) **Council Member Report**

Member Roth – none

Member Swanson – Mulligan Stew auction items are needed.

Henry – none

f) **Mayor Report**

Mayor Bradford reported on his meeting with the Kasson Mayor; both agree they are too close in proximity to not work together on things. As soon as they have their sewer committee up and running they will have a joint meeting to discuss the sewer agreement.

9. **Executive Session** – Motion made by Member Blair, second by Member Roth to close the regular session and go into closed session at 8:47 pm. The purpose of the closed session is to do staff evaluations.

a) Staff Evaluations

Motion made by Member Blair, second by Member Swanson to close the executive session and go into open session at 9:03 pm. Motion passed unanimously.

Motion made by Member Blair, second by Member Swanson to approve the staff increases as follows: Dave Leth – 1.4% COLA retro to January 1, 2015, Scott Larsen - .50/hr retro to December 16, 2014 and Cami Reber – 2.6% merit and 1.4% COLA retro to January 1, 2015.

10. **Adjourn** – Motion made by Member Swanson, second by Member Blair to adjourn the meeting at 9:05 pm. Motion passed unanimously.

**\*Check Summary Register©**

February 2015

Name	Check Date	Check Amt	
<b>10100 Citizens State Bank</b>			
UnPaid	AFLAC	\$38.40	EMPLOYEE PAID SUPPLEMENTAL INSURA
UnPaid	AG PARTNERS	\$1,033.86	B5 RED DYE FUEL OFF ROAD VEHICLES
UnPaid	CASEYS GENERAL STORES INC	\$511.34	VEHICLE FUEL - PUBLIC WORKS
UnPaid	CONTINENTAL RESEARCH COR	\$525.61	BACTO DOSE CHEMICALS FOR THE WWTP
UnPaid	DELTA DENTAL OF MN	\$334.85	DENTAL INSURANCE
UnPaid	HERO, JORSTAD & JACOBSEN,	\$1,140.00	LEGAL PROSECUTION JAN. 2015
UnPaid	IMAGES ON METAL	\$75.00	CLOTHING ALLOWANCE FOR DARIN WILKI
UnPaid	JOHN DEERE FINANCIAL	\$69.11	FILTERS FOR THE INTERNATIONAL TRACT
UnPaid	KENNEDY & GRAVEN, CHARTER	\$4,832.84	LEGAL SERVICES GENERAL
UnPaid	LINCOLN MUTUAL LIFE & CASU	\$127.78	EMPLOYER PAID LIFE & STD
UnPaid	MINNESOTA VALLEY TESTING L	\$433.01	WWTP - MERCURY TESTING
UnPaid	MN DEPARTMENT OF HEALTH	\$583.00	1ST QUARTER 2015 MDH FEES
UnPaid	MN DEPT OF PUBLIC SAFETY	\$200.00	ANNUAL COMMUNITY RIGHT TO KNOW PR
UnPaid	MN DNR WATERS	\$148.06	ANNUAL WATER USE REPORT FEE-PERMI
UnPaid	OFFICE MAX INC	\$41.47	STREETS OFFICE SUPPLIES
UnPaid	ON SITE COMPUTERS, INC	\$2,964.00	COMPUTER INSTALLATION, PROGRAMS &
UnPaid	SWENKE IMS CONTRACTING, LL	\$1,170.00	PLOWING IN DEC 2014
UnPaid	VERIZON WIRELESS	\$114.03	CELL PHONES
UnPaid	XCEL ENERGY	\$12.24	21 5TH ST E - SIREN
	<b>Total Checks</b>	<b>\$14,354.60</b>	

CITY OF MANTORVILLE

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Payments

Current Period: February 2015

Batch Name	WAR 02/23/15	User Dollar Amt	\$15,213.42		
Payments		Computer Dollar Amt	\$15,213.42		
			\$0.00	In Balance	
Refer	0 AFLAC				
Cash Payment	G 101-21710 AFLAC	EMPLOYEE PAID SUPPLEMENTAL INSURANCE			\$38.40
Invoice	908413 2/23/2015				
Transaction Date	2/23/2015	Citizens State Bank 10100		Total	\$38.40
Refer	0 AG PARTNERS COOPERATIVE				
Cash Payment	E 101-43125-212 Motor Fuels	B5 RED DYE FUEL OFF ROAD VEHICLES			\$344.62
Invoice	805928 2/23/2015				
Cash Payment	E 101-45200-212 Motor Fuels	B5 RED DYE FUEL OFF ROAD VEHICLES			\$344.62
Invoice	805928 2/23/2015				
Cash Payment	E 101-43100-212 Motor Fuels	B5 RED DYE FUEL OFF ROAD VEHICLES			\$344.62
Invoice	805928 2/23/2015				
Transaction Date	2/23/2015	Citizens State Bank 10100		Total	\$1,033.86
Refer	0 CASEYS GENERAL STORES INC				
Cash Payment	E 101-43100-212 Motor Fuels	VEHICLE FUEL - PUBLIC WORKS			\$386.72
Invoice	02/02/2015 2/23/2015				
Cash Payment	E 101-42200-212 Motor Fuels	VEHICLE FUEL - FD			\$124.62
Invoice	02/02/2015 2/23/2015				
Transaction Date	2/23/2015	Citizens State Bank 10100		Total	\$511.34
Refer	0 CONTINENTAL RESEARCH CORP				
Cash Payment	E 602-49450-216 Chemicals and Chem Pr	BACTO DOSE CHEMICALS FOR THE WWTP			\$525.61
Invoice	416391-CRC-1 2/23/2015				
Transaction Date	2/23/2015	Citizens State Bank 10100		Total	\$525.61
Refer	0 HERO, JORSTAD & JACOBSEN, P.				
Cash Payment	E 101-41600-304 Legal Fees	LEGAL PROSECUTION JAN. 2015			\$1,140.00
Invoice	1082 2/23/2015				
Transaction Date	2/23/2015	Citizens State Bank 10100		Total	\$1,140.00
Refer	0 JOHN DEERE FINANCIAL				
Cash Payment	E 101-43100-228 Equip. Repair and Maint	FILTERS FOR THE INTERNATIONAL TRACTOR			\$69.11
Invoice	IK38201 2/23/2015				
Transaction Date	2/23/2015	Citizens State Bank 10100		Total	\$69.11
Refer	0 KENNEDY & GRAVEN, CHARTERE				
Cash Payment	E 101-41600-304 Legal Fees	LEGAL SERVICES GENERAL			\$165.00
Invoice	01-31-15 2/23/2015				
Cash Payment	E 101-41600-304 Legal Fees	LEGAL SERVICES SCHULTZ			\$1,544.75
Invoice	01-31-15 2/23/2015				
Cash Payment	E 101-41600-304 Legal Fees	LEGAL SERVICES EDA			\$1,322.25
Invoice	01-31-15 2/23/2015				
Cash Payment	E 101-41600-304 Legal Fees	LEGAL SERVICES TRAPP			\$388.50
Invoice	01-31-15 2/23/2015				
Cash Payment	E 101-41600-304 Legal Fees	LEGAL SERVICES 408 WEST STREET			\$1,199.59
Invoice	01-31-15 2/23/2015				
Cash Payment	E 101-41600-304 Legal Fees	LEGAL SERVICES GENERAL MATTERS			\$212.75
Invoice	01-31-15 2/23/2015				

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Payments

Current Period: February 2015

Transaction Date	2/23/2015	Citizens State Bank	10100	Total	\$4,832.84
Refer	0 LINCOLN MUTUAL LIFE & CASUAL	-			
Cash Payment	G 101-21711 Life Insurance Payable	EMPLOYER PAID LIFE & STD			\$127.78
Invoice	4000968755 2/23/2015				
Transaction Date	2/23/2015	Citizens State Bank	10100	Total	\$127.78
Refer	0 MN DEPARTMENT OF HEALTH	-			
Cash Payment	E 601-49400-441 MDH FEE	1ST QUARTER 2015 MDH FEES			\$583.00
Invoice	01/01/2015 2/23/2015				
Transaction Date	2/23/2015	Citizens State Bank	10100	Total	\$583.00
Refer	0 MINNESOTA VALLEY TESTING LA	-			
Cash Payment	E 602-49450-300 Professional Svcs (GEN	WWTP - MERCURY TESTING			\$433.01
Invoice	741316 2/23/2015				
Transaction Date	2/18/2015	Citizens State Bank	10100	Total	\$433.01
Refer	0 MN DNR WATERS	-			
Cash Payment	E 601-49400-300 Professional Svcs (GEN	ANNUAL WATER USE REPORT FEE-PERMIT FEE			\$148.06
Invoice	2/23/2015				
Transaction Date	2/18/2015	Citizens State Bank	10100	Total	\$148.06
Refer	0 OFFICE MAX INC	-			
Cash Payment	E 101-43100-200 Supplies	STREETS OFFICE SUPPLIES			\$37.17
Invoice	146469 2/23/2015				
Cash Payment	E 101-41500-200 Supplies	OFFICE SUPPLIES			\$4.30
Invoice	146760 2/23/2015				
Transaction Date	2/18/2015	Citizens State Bank	10100	Total	\$41.47
Refer	0 SWENKE COMPANY, INC	-			
Cash Payment	E 101-43125-406 Snow/Ice Removal	PLOWING IN DEC 2014			\$552.50
Invoice	PLOW-DEC 2/23/2015				
Cash Payment	E 101-43125-406 Snow/Ice Removal	PLOWING IN JAN 2015			\$617.50
Invoice	PLOW-JAN 2/23/2015				
Transaction Date	2/18/2015	Citizens State Bank	10100	Total	\$1,170.00
Refer	0 VERIZON WIRELESS	-			
Cash Payment	E 101-42200-321 Communications Phone/	CELL PHONES			\$13.23
Invoice	283147690-0000 2/23/2015				
Cash Payment	E 602-49450-321 Communications Phone/	CELL PHONES			\$100.80
Invoice	283147690-0000 2/23/2015				
Transaction Date	2/18/2015	Citizens State Bank	10100	Total	\$114.03
Refer	0 MN PERA	Ck# 004892 2/23/2015			
Cash Payment	G 101-21704 PERA	EMPLOYER DEDUCTIONS			\$858.82
Invoice					
Transaction Date	2/18/2015	Citizens State Bank	10100	Total	\$858.82
Refer	0 IMAGES ON METAL	-			
Cash Payment	E 101-41940-417 Uniforms	CLOTHING ALLOWANCE FOR DARIN WILKING			\$75.00
Invoice	178479 2/23/2015				
Transaction Date	2/19/2015	Citizens State Bank	10100	Total	\$75.00
Refer	0 XCEL ENERGY	-			

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Payments

Current Period: February 2015

Cash Payment	E 101-42200-380 Utility Services	21 5TH ST E - SIREN	\$6.06
Invoice	03/02/2015	2/23/2015	
Cash Payment	E 101-42200-380 Utility Services	701 CHESTNUT - SIREN	\$6.18
Invoice	03/02/2015	2/23/2015	
Transaction Date	2/19/2015	Citizens State Bank 10100	<b>Total</b> \$12.24
Refer	0 MN DEPT OF PUBLIC SAFETY		
Cash Payment	E 602-49450-300 Professional Svcs (GEN)	ANNUAL COMMUNITY RIGHT TO KNOW PROGRAM-HAZARDOUS CHEMICAL FEE - WWTP	\$100.00
Invoice	M-72533	2/23/2015	
Cash Payment	E 601-49400-300 Professional Svcs (GEN)	ANNUAL COMMUNITY RIGHT TO KNOW PROGRAM-HAZARDOUS CHEMICAL FEE - WATER DEPT	\$100.00
Invoice	M-72535	2/23/2015	
Transaction Date	2/19/2015	Citizens State Bank 10100	<b>Total</b> \$200.00
Refer	0 ON SITE COMPUTERS, INC		
Cash Payment	E 101-41500-570 Capital Outlay	COMPUTER INSTALLATION, PROGRAMS & LABOR	\$2,964.00
Invoice	46918	2/23/2015	
Transaction Date	2/20/2015	Citizens State Bank 10100	<b>Total</b> \$2,964.00
Refer	0 DELTA DENTAL		
Cash Payment	G 101-21708 Dental Insurance	DENTAL INSURANCE	\$334.85
Invoice	5882491	2/23/2015	
Transaction Date	2/20/2015	Citizens State Bank 10100	<b>Total</b> \$334.85

Fund Summary

	10100 Citizens State Bank	
101 GENERAL FUND		\$13,222.94
601 WATER FUND		\$831.06
602 SEWER FUND		\$1,159.42
		<b>\$15,213.42</b>

Pre-Written Checks	\$858.82
Checks to be Generated by the Computer	\$14,354.60
<b>Total</b>	<b>\$15,213.42</b>

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

**COMMITTEE AGENDAS**

**FEBRUARY 24, 2015 3:30 P.M.**

3:30 P.M. CONFERENCE ROOM B	4:00 P.M. CONFERENCE ROOM A
<b>3:30 P.M. ADMINISTRATION COMMITTEE</b> Allen & Administrator (Gray - Alt)	<b>4:00 P.M. PUBLIC HEALTH COMMITTEE</b> Tjosaas & Gray (Erickson - Alt)
<b>3:30 P.M. Action Required</b>	<b>4:15 P.M. Action Required</b>
<b>BECKY LUBAHN, Executive Assistant</b>	<b>GAIL HESTER, Interim Business Administrator</b>
<input type="checkbox"/> 1.1 Minutes of the February 10, 2015 Committee of the Whole	<input type="checkbox"/> 1.1 Request to Approve 2015 SCHA Delegation Agreement & HIPAA Business Associate Agreement
<input type="checkbox"/> 1.2 Minutes of the February 10, 2015 Meeting	
<b>3:35 P.M.</b>	
<b>ROSE CULBERTSON, Taxpayer Services Director</b>	
<input type="checkbox"/> 2.1 Review Bills	
<b>3:45 P.M.</b>	
<b>LISA HAGER, Employee Relations Director</b>	
<input type="checkbox"/> 3.1 Personnel Agenda	
<b>3:55 P.M.</b>	
<b>ROGER FRIEDT, Building Operations Supervisor</b>	
<input type="checkbox"/> 4.1 2015 Elevator Annual Service Invoice	
<b>4:00 P.M.</b>	
<b>LISA KRAMER, Finance Director</b>	
<input type="checkbox"/> 5.1 2014 Audit Engagement Letter	



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

**DODGE COUNTY BOARD OF COMMISSIONERS MEETING**

FEBRUARY 24, 2015 – 5:00 P.M.

**ALL TIMES LISTED ARE APPROXIMATE AND MAY BE DISCUSSED AT ANY TIME  
UNLESS IT IS A SCHEDULED PUBLIC HEARING.**

<b>ITEM</b>	<b>5:00 P.M.</b>	<b>JOHN ALLEN, Chair</b> <b>CONVENE COUNTY BOARD MEETING</b> <b>PLEDGE OF ALLEGIANCE</b> <b>DETERMINE QUORUM</b> <b>ESTABLISH AGENDA</b> <b>NEW EMPLOYEE INTRODUCTIONS</b>
<b>1.0</b>	-	<b>CONSENT AGENDA</b>
1.1		<input type="checkbox"/> 2015 Elevator Annual Service Invoice
1.2		<input type="checkbox"/> 2014 Audit Engagement Letter
1.3		<input type="checkbox"/> Request to Approve 2015 SCHA Delegation Agreement & HIPAA Business Associate Agreement
1.4		<input type="checkbox"/> Request to Approve Cell Phone Stipend
<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>		
<b>2.0</b>	<b>5:05 P.M.</b>	<b>MIKE LEONHARDT, Chief Deputy</b>
2.1	15 Minutes	<input type="checkbox"/> Pre-Arrival Care Services Contract with Mayo
<b>3.0</b>	<b>5:20 P.M.</b>	<b>LISA KRAMER, Finance Director</b>
3.1	10 Minutes	<input type="checkbox"/> HRIS/Payroll System Consultant Services
<b>4.0</b>	<b>5:30 P.M.</b>	<b>ROSE CULBERTSON, Taxpayer Services Director</b>
4.1	5 Minutes	<input type="checkbox"/> Review and Approve Bills
4.2	5 Minutes	<input type="checkbox"/> Kelling Penalty Abatement Request
<b>5.0</b>	<b>5:40 P.M.</b>	<b>JIM ELMQUIST, County Administrator</b>
5.1	10 Minutes	<input type="checkbox"/> 2014 Year End Financials
5.2	5 Minutes	<input type="checkbox"/> Resolution Authorizing MHFA Assistance Program
5.3	10 Minutes	<input type="checkbox"/> Public Health Status Report
<b>6.0</b>	<b>6:05 P.M.</b>	<b>LISA HAGER, Employee Relations Director</b>
6.1	15 Minutes	<input type="checkbox"/> Personnel Agenda

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

**DODGE COUNTY BOARD OF COMMISSIONERS MEETING**

FEBRUARY 24, 2015 – 6:20 P.M.

7.0 7.1	6:20 P.M 25 Minutes	<b>JOHN ALLEN</b> , Administration Committee <input type="checkbox"/> Administration Committee Report <ul style="list-style-type: none"> <li>• Minutes of the February 10, 2015 Committee of the Whole (Action)</li> <li>• Minutes of the February 10, 2015 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	6:45 P.M.	<b>ADJOURN</b>

<i>Coming up in Dodge County:</i>	
<i>February 23, 2015 – Community Corrections Task Force Meeting, 12:00 P.M., Annex, Mantorville, MN.</i>	
<i>February 26, 2015 – Ice Arena Committee Meeting, 5:30 P.M., Kasson City Hall, Kasson, MN.</i>	
<i>March 10, 2015 – Employee Recognition Banquet, 1:30 P.M., Annex, Mantorville, MN.</i>	
<i>March 10, 2015 – Extension Meeting, 7:00 P.M., Annex, Mantorville, MN.</i>	
<i>March 17, 2015 – Board of Adjustment Meeting, 8:00 A.M., Annex, Mantorville, MN.</i>	
<i>March 17, 2015 – Fairview Care Center Meeting, 9:00 A.M., Annex, Mantorville, MN.</i>	
<i>March 18, 2015 – Dodge County EDA Meeting, 4:30 P.M., Annex, Mantorville, MN.</i>	
<i>March 23, 2015 – Community Corrections Task Force Meeting, 12:00 P.M., Annex, Mantorville, MN.</i>	
<i>March 24, 2015 – Dodge County Regional Railroad Authority Meeting, Annex, Mantorville, MN.</i>	
<i>March 26, 2015 – Ice Arena Committee Meeting, 5:30 P.M., Kasson City Hall, Kasson, MN.</i>	
<i>Dodge County Commissioners may be in attendance at these meetings.</i>	

DEFERRED BUSINESS	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.
1.	
2.	
3.	
4.	
5.	

## DODGE COUNTY ASSESSOR'S OFFICE

Ryan DeCook, SAMA  
County Assessor  
22 East 6<sup>th</sup> Street, Dept. 44  
Mantorville, MN 55955-2205



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

Phone: (507) 635-6245

Fax: (507) 635-6255

Toll-Free: (888) 600-5169

Date: February 6, 2015

To: Township & City Officials

From: Ryan DeCook, Dodge County Assessor

Subject: Board of Appeal & Equalization Training

Minnesota Statute Section 274.014 provides that:

*"Beginning in 2006, and each year thereafter, there must be at least one member at each meeting of a local board of appeal & equalization who has attended an appeals and equalization course developed or approved by the commissioner within the last four years, as certified by the commissioner...."*

Enclosed is The Department of Revenue local board training attendee list for your jurisdiction. It is required to have a member who has attended the appeals and equalization training within the last four years. Every attendee's certification will expire on July 1 of their fourth board year.

The Local Board of Appeal and Equalization Catch-Up Training Session will be offered in March 2015.

This training session will accommodate jurisdictions that are already in compliance with the training requirements when the LBAE meetings were scheduled, but lost their trained member due to city/township elections, resignations, or other circumstances.

Attendees will need to pre-register for the course. This assists the department to print certificates prior to the date of training, which will be distributed at the course.

Enclosed are the 2015 Assessment Notice to post and the Notice of Local Board of Appeal and Equalization Date for the meeting in your jurisdiction.

A County Wide Open Book Meeting has been scheduled on Friday, April 10, 2015, to be held at the County Assessor's Office from 10:00 a.m. to 11:00 a.m. Any taxpayer may attend this meeting if they are not able to make the jurisdiction meeting. Appointments are encouraged.

If you have further questions or concerns, please contact our office at (507) 635-6245.

# MINNESOTA • REVENUE

## Local Board of Appeal and Equalization Training Attendance List

Updated to include all courses offered through 02/03/2015

Number	Last Name	First Name	Title/Position	City or Township	County	Date Attended	Training Expires
4245	Sorg	Liz	City Clerk/Treasurer	City of Claremont	Dodge	7/21/2014	7/1/2018
4789	Welch	Michelle	Council Member	City of Claremont	Dodge	7/21/2014	7/1/2018
389	Blair	Henry	Council Member	City of Mantorville	Dodge	7/21/2014	7/1/2018
1458	Gray	Gary	Supervisor	Claremont Twp	Dodge	8/10/2011	7/1/2015
2039	Johnson	Gary	Supervisor	Claremont Twp	Dodge	3/28/2013	7/1/2016
927	Dickie	Matthew	Council Member	Dodge Center City	Dodge	8/10/2011	7/1/2015
2237	Ketchum	Bill	Mayor	Dodge Center City	Dodge	11/19/2013	7/1/2017
4574	Trelstad	Gary	Council member	Dodge Center City	Dodge	11/19/2013	7/1/2017
1104	Engelstad	Wendell	SAMA Appraiser	Dodge County	Dodge	8/10/2011	7/1/2015
3031	Moble	Linda	Chairman/Supervisor	Ellington Twp	Dodge	8/10/2011	7/1/2015
477	Bradford	Chuck	Mayor	Mantorville City	Dodge	11/19/2013	7/1/2017
3118	Nash	Luke	Mayor	Mantorville City	Dodge	8/10/2011	7/1/2015
581	Buckwalter	Andy	Supervisor	Mantorville Twp	Dodge	8/10/2011	7/1/2015
970	Dorfman	Kevin	Supervisor	Mantorville Twp	Dodge	8/10/2011	7/1/2015
2907	Meeker	Larry	Supervisor	Mantorville Twp	Dodge	6/19/2014	7/1/2018
1554	Hahn	Glenn	Supervisor	Vernon Twp	Dodge	6/21/2012	7/1/2016
4094	Senjem	Philip	Supervisor	Vernon Twp	Dodge	6/21/2012	7/1/2016
1050	Edge	Rex	Supervisor	Wasioja Twp	Dodge	6/20/2013	7/1/2017
1460	Gray	Steven	Supervisor	Wasioja Twp	Dodge	8/10/2011	7/1/2015
2297	Kleinwort	Quentin	Supervisor	Wasioja Twp	Dodge	6/21/2012	7/1/2016
3918	Schenger	Larry	Chairperson	Wasioja Twp	Dodge	6/21/2012	7/1/2016
3477	Peterson	Karen	Council Member	West Concord City	Dodge	9/12/2012	7/1/2016
2271	Kirkebon	Owen	Supervisor	Westfield Twp	Dodge	6/21/2012	7/1/2016
4932	Wolf	Bruce	Supervisor	Westfield Twp	Dodge	6/21/2012	7/1/2016
4935	Wolf	Richard	Supervisor	Claremont Twp	Dodge	7/21/2014	7/1/2018
4033	Schultz	Martin	Assistant City Adm.	Alexandria City	Douglas	8/29/2012	7/1/2016
4452	Taddei	Jim	City Administrator	Alexandria City	Douglas	8/29/2012	7/1/2016
3011	Miller	Owen	Council	Alexandria City	Douglas	7/9/2013	7/1/2017
4482	Thalman	Roger	Council	Alexandria City	Douglas	7/9/2013	7/1/2017
1200	Feuling	Julie	Supervisor	Alexandria Township	Douglas	7/28/2014	7/1/2018
1584	Hammerschmidt	Lyle	Supervisor	Alexandria Township	Douglas	7/24/2013	7/1/2017
176	Bachmann	James	Supervisor	Belle River Twp	Douglas	11/14/2012	7/1/2016
4106	Seward	Rod	Supervisor	Belle River Twp	Douglas	11/14/2012	7/1/2016
4303	Steidl	Doug	Supervisor	Belle River Twp	Douglas	8/24/2011	7/1/2015
1330	Fynboh	Gene	Chairperson	Brandon Twp	Douglas	6/23/2014	7/1/2018
610	Burgess	Todd	Council Member	Carlos City	Douglas	9/10/2013	7/1/2017

# MINNESOTA • REVENUE

## 2015 Board of Appeal and Equalization "Catch-Up" Courses Registration is Required

*Sessions primarily scheduled for jurisdictions with a trained member on December 1, 2014 that have lost their trained member due to city/township elections, resignations, or other circumstances*

Date & Time	Location	To Register, Contact
Thursday March 19, 2015 6:30pm – 9:30pm	Maple Grove Government Center Emergency Operations Center Lower Level 12800 Arbor Lakes Parkway Maple Grove, MN 55311	<b>Register by: Tuesday, March 10<sup>th</sup></b> Maple Grove Assessor's Office Stephanie Aronson 763-494-6251 <a href="mailto:saronson@maplegrovern.gov">saronson@maplegrovern.gov</a> Instructor: Gary Amundson
Tuesday March 24, 2015 10:00am - 1:00pm	Beltrami County Administration Building County Board Room 701 Minnesota Avenue NW Bemidji, Minnesota	<b>Register by: Friday, March 13<sup>th</sup></b> Whitney Basgaard Beltrami County Assessor's Office 218-333-4113 <a href="mailto:whitney.basgaard@co.beltrami.mn.us">whitney.basgaard@co.beltrami.mn.us</a> Instructor: Amy Rausch
Tuesday March 24, 2015 6:00pm – 9:00pm	Cotton Community Center 9087 Highway 53 Cotton, Minnesota 55724	<b>Register by: Friday, March 13<sup>th</sup></b> Margaret Dunsmore St. Louis County Assessor's Office 218-733-2891 <a href="mailto:dunsmorem@stlouiscountymn.gov">dunsmorem@stlouiscountymn.gov</a> Instructor: Amy Rausch
Wednesday March 25, 2015 6:00pm – 9:00pm	Stearns County Service Center 3301 Co Rd 138 Waite Park, MN 56387	<b>Register by: Monday, March 16<sup>th</sup></b> Jeff Johnson Stearns County Assessor's Office 320.656.3683 <a href="mailto:jeff.johnson@co.stearns.mn.us">jeff.johnson@co.stearns.mn.us</a> Instructor: Gary Amundson
Wednesday March 25, 2015 5:30pm – 8:30pm	Steele County Administration Center 630 Florence Avenue Owatonna, Minnesota (Main entrance – County Board Room)	<b>Register by: Monday, March 16<sup>th</sup></b> Steele County Assessor's Office 507-444-7435 <a href="mailto:assessor@co.steele.mn.us">assessor@co.steele.mn.us</a> Instructor: Tom Reineke
Thursday March 26, 2015 5:30pm – 8:30pm	Redwood County Courthouse Lower Level Meeting Room 250 S. Jefferson St Redwood Falls, MN 56283	<b>Register by: Tuesday, March 17<sup>th</sup></b> Sandi Wertish Redwood County Assessor's Office 507-637-4008 <a href="mailto:Sandi_w@co.redwood.mn.us">Sandi_w@co.redwood.mn.us</a> Instructor: Sherri Kitchenmaster

# OFFICE OF COUNTY ASSESSOR

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TO THE City Clerk OF THE **City of Mantorville**  
**DODGE COUNTY, MINNESOTA**

NOTICE IS HEREBY GIVEN, That Monday, April 27, 2015 at 6:30 pm has been fixed as the date(s) and time(s) for the meeting of the Board of Appeal and Equalization in your City for said year. This meeting should be held in your office as provided by law.

Pursuant to the provisions of Minnesota Statutes Section 274.03, you are required to give notice of said meeting by publication and posting, not later than ten working days prior to the date of said meeting.

Given under my hand this 6th day of February, 2015

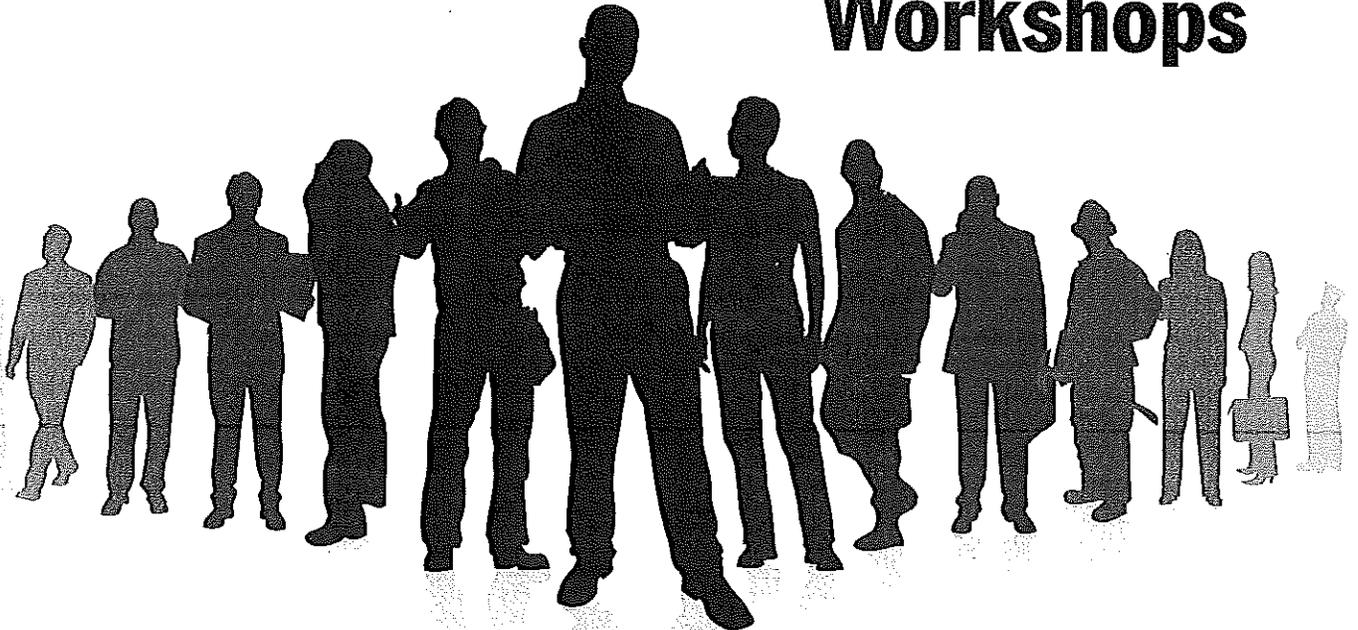


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Ryan DeCook  
Dodge County Assessor  
Dodge County, Minnesota

LEAGUE OF MINNESOTA CITIES INSURANCE TRUST

# 2015 Safety & Loss Control Workshops



You've got questions? We've got answers.

**LOCATIONS AND DATES:**

March 25—Mahnomen  
March 26—Alexandria  
April 1—Morton

April 2—North Mankato  
April 7—St. Cloud  
April 14—Rochester

April 16—Brooklyn Park  
April 21—St. Paul  
April 23—Cohasset

**ONLY  
\$20**

**LUNCH &  
MATERIALS  
INCLUDED**

Questions: Call Jamie Oxley at (651) 281-1250 / (800) 925-1122 or email [joxley@lmc.org](mailto:joxley@lmc.org)

Register today at: [www.lmc.org/LCW15](http://www.lmc.org/LCW15)



**MORNING AGENDA**

**ADMINISTRATIVE TRACK**

8:30 – 9:30

**Contract Checkup**

Do you know what provisions should be in all contracts? Receive a checklist for reference, and review insurance requirements, indemnification provisions, additional insured endorsements, and certificates of insurance. Understand how to avoid coverage gaps by learning what joint powers agreements are not covered by your LMCIT coverage.

**SC EO**

9:45 – 10:45

**Zoning Categories—Uses, Uses, and More Uses**

What's the difference? And why does it matter? Review various land use categories found in zoning ordinances—including prohibited use, permitted use, conditional use, interim use, accessory use, and nonconforming use.

**SC EO**

10:45 – 11:30

**Paranoia and Network Security**

Discover best practices for securing your computer network both electronically and physically. Discuss examples of how city staff may be enticed to give information that could compromise your city's network, and learn how to train staff to keep your network/computers secure.

**SC EO HR**

11:30 – 12:15

45 Minute Lunch (Included)

**POLICE TRACK**

**Difficult Customers—Avoiding Complaints, Challenges, and Claims**

Why do many officers generate citizen complaints while handling non-criminal calls?

This train-the-trainer course will help officers understand how to handle calls on civil standbys, landlord/tenant disputes, repossessions, and citizens' video recordings.

**EO HR**

**Case Law Boot Camp—It's All About the Basics**

This highly interactive class will focus on key case law decisions that can trip up even the most experienced of officers. Discussion will include the areas of search and seizure, use of force, and stop and frisk.

**Work Comp 101**

What can you expect when an employee is injured? Understand the LMCIT claim handling process and get recommendations to make things go as smoothly as possible for everyone.

**HR**

45 Minute Lunch (Included)

**PUBLIC WORKS / PARKS & REC**

**Parks & Recreation: Vandalism, Liability Hazards, and Controls**

The cost of defacement can be high. Look at vandalism losses typical at park and recreation facilities—and examine ways to control and discourage damage and loss potential.

**SC EO**

**General Liability Claims: Take Some Small Steps to Prevent Some Big Claims!**

Citizens spend time at city-owned facilities to attend sporting events, meetings or classes, pay a bill, get a permit, or even volunteer. They also frequent sidewalks, streets, and trails. Learn common injuries sustained by the general public, what cities can do to reduce these types of injuries, and the liability that goes along with it.

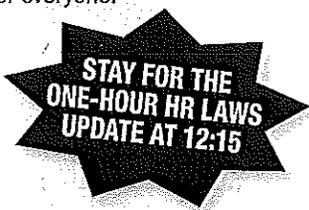
**SC EO**

**What Does I & I Mean to U & U?**

After experiencing massive rains last year, many of you have lingering questions on inflow and infiltration (I&I)—both on how to address the issue and your city's legal defenses. Walk through the basics of I&I while hearing practical solutions and discovering legal implications.

**SC EO**

45 Minute Lunch (Included)



**EO** Also suggested for elected officials

**HR** Also suggested for human resources staff

**SC** Also suggested for small cities staff

Register today at: [www.lmc.org/LCW15](http://www.lmc.org/LCW15)

**AFTERNOON AGENDA**

**ADMINISTRATIVE TRACK**

**SAFETY COMMITTEES TRACK**

**NEW FOR 2015!**

**INSURANCE AGENTS TRACK**

12:15 – 1:15

**Ignorance is NOT Bliss—2014 HR Law Changes You Need To Know**

The 2014 Legislative Session yielded several law changes for cities impacting sick and safety leave, pregnancy accommodations, minimum wage, labor relations, and part-time peace officer licenses. Find out which changes apply to your city, and what you need to do to be in compliance.

SC EO HR

**Take a Bite From the A-P-P-L-E: Best Practices for Safety Committees**

Minnesota OSHA law is very specific about both the structure and main functions of an employee safety committee. This is important stuff! Understand key roles and how to implement them.

SC EO HR

**What Are The Options? An Overview of Annual Coverage Decisions**

One size may not fit all! Discover all available coverage options, and discuss how to tailor this coverage to meet the needs of LMCIT members.

EO

1:15 – 1:45

**Is Your Private Data Secure?**

Learn what procedures all cities must establish for accessing private data under new law. This includes inventorying private data, adopting procedures for accessing private data, and responding to data security breaches.

SC EO HR

**Take a Bite From the A-P-P-L-E: (continued)**

Conducting effective self-inspections is critical. We'll give you the tools and the know-how to perform this important safety committee function.

SC EO

**LMCIT Updates—Coverage Changes and More**

Stay up to speed on LMCIT changes! Review updates and coverage changes effective 11/15/14 for the property and casualty program, and 1/1/15 for the workers' compensation program.

EO

**NEW FOR 2015!**  
EXTENDED TRAINING FOR SAFETY COMMITTEES

2:00 – 2:30

**Is Your Private Data Secure? (continued)**



SC EO HR

**Take a Bite From the A-P-P-L-E: (continued)**

Join us for a hands-on activity as we perform self-inspections at a nearby location in our host city!

SC

**Cyber and Data Security Exposures: Coverage, Claims, and Loss Control**

Cyber and data security breach exposures are an emerging and evolving area of concern for LMCIT and its members. Discuss the exposures, coverage, LMCIT claims experience, and loss control materials available to prevent and mitigate the risk to members.

EO

**CONTACT HOURS BEING SOUGHT FOR PERFORMING AN ON-SITE SELF-INSPECTION!**

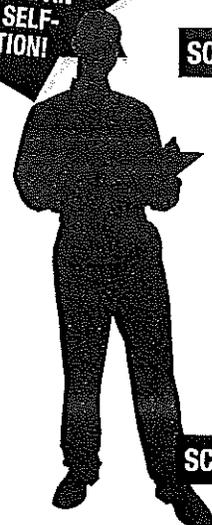
2:30 – 3:30

**ABC's of ADA**

The Americans with Disabilities Act continues to be a challenge. What's legally required? When and how can you ask an employee for medical information? What's the latest word from the EEOC? Attend this session and get up to date!

SC EO HR

**Take a Bite From the A-P-P-L-E: (continued)**



SC

**Understanding Governmental Tort Caps and Immunities—What Agents Need to Know**

Immunities and tort caps can affect coverage, liability exposure, and other decisions. Discover how a city's "waiver/non-waiver" decision may affect application of tort caps. Understanding immunities helps agents provide advice so cities can make better decisions about their infrastructure, services, policies, and procedures.

EO

# Save the Date!

## 11th Annual Southeast Minnesota Toward Zero Deaths Workshop

May 7, 2015  
Location: International Event Center, Rochester

For more information contact:  
Jessica Schleck  
SE MN TZD Regional Coordinator  
507-286-7602  
Jessica.Schleck@state.mn.us

- Changing Driver Behavior
- Improving Roadway Safety
- Saving Lives

Registration information will be available in February.

### Sponsored By

- Southeast Minnesota Toward Zero Deaths program, including DPS Office of Traffic Safety and MnDOT District 6
- MnDOT Office of Traffic, Safety and Technology

### Hosted By

Center for Transportation Studies, University of Minnesota

### Who Should Attend

Community law enforcement, engineers, educators, emergency medical services, local policymakers, judges, attorneys, and other traffic safety advocates.

### Workshop Goals

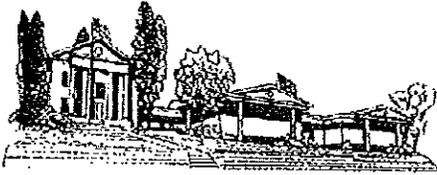
- Encourage traffic safety as a priority for policymakers
- Provide information on traffic safety issues in southeast Minnesota
- Provide a method to bring traffic safety programs into your community
- Spread successes of the Southeast Minnesota TZD program
- Network with other traffic safety advocates

### Credit

- Professional Development Hours (PDHs) and Continuing Education Units (CEUs) will be available; POST credits are pending.

Admission and parking are free. Continental breakfast and full lunch are provided. Registration materials will also be available in February at: [www.minnesotatzd.org/initiatives/regions/southeast/workshop/](http://www.minnesotatzd.org/initiatives/regions/southeast/workshop/)





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:** February 18, 2015

**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, and the DNR.

**FROM:** Mary Greening, Administrative Assistant

**RE:** Zoning Amendment - Due to a procedure error

The Dodge County Planning Commission will hold a public hearing on Wednesday, April 1, 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 purposed language changes are unlined or crossed out.** For your convenience the sections that are being considered for new and amended language is listed below:

- o 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 March 18<sup>th</sup>, 2015. If you have any questions please call the office at 507-635-6272.

Thank you



## 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.



## Chapter 70: Traffic Regulations

### AN ORDINANCE RELATING TO THE OPERATION OF FOUR WHEEL ALL TERRAIN VEHICLES (ATV'S) AND MOTORIZED GOLF CARTS ON PUBLIC STREETS AND ROADWAYS OF THE CITY OF MANTORVILLE.

#### § 70.01 Definitions

ATV. A motorized flotation-tired vehicle with three, four, five, or six low pressure tires, which is limited in engine displacement to less than 800 cubic centimeters and total dry weight less than 900 pounds.

GOLF CART. A vehicle which is designed and manufactured for operation on a golf course for sporting or recreational purposes and which is not capable of exceeding a speed of 20 miles per hour.

PHYSICALLY DISABLED PERSON. Any person meeting the criteria set forth in MN Stat. 169.345, Subd. 2.

#### § 70.02 Prohibited Areas of Operation

No one shall operate an ATV or golf cart within the City of Mantorville at any time without the required permit, except as provided in Section 70.03 of this ordinance.

#### § 70.03 Permits for Physically Disabled Persons

The City may issue permits authorizing physically disabled persons to operate an ATV or golf cart within the City limits and pursuant to the terms of any such permit. Physically disabled persons desiring a permit shall apply on forms supplied by the City. All permit applications shall include the following information and documentation:

- a. Full name and address of the owner of the golf cart or ATV.
- b. Make, model and identification or serial number of the golf cart or ATV.
- c. A satisfactory certificate of insurance complying with MN Statute 65B.48, subd.5 and any other insurance required by MN Statute 169.045.
- d. A certificate or letter signed by a physician stating that the applicant is physically disabled under the criteria set forth in MN Stat. 169.345, subd.2 and is safely able to operate a golf cart or ATV.
- e. A copy of the physically disabled person's valid Minnesota driver's license.

All persons who satisfy the above requirements shall be issued a permit upon paying the applicable fee listed in the City's master fee schedule. The City may issue the permit subject to any restrictions, terms, or conditions which the City deems necessary to protect public safety. Permits shall be valid for one year from the date of issuance.

Persons with a temporary disability desiring to renew a permit shall submit a new application with updated information, including but not limited to an updated physician's statement or certification.

Persons with a permanent disability desiring to renew a permit shall submit a new application with updated information if circumstances have changed.

#### § 70.04 Operation Generally

Persons possessing a valid permit under Section 3 above shall abide by the following rules and regulations, in addition to any other restrictions, terms or conditions set forth on the permit:

- a. ATVs and golf carts shall be operated only on designated roadways from sunrise to sunset.

- b. ATVs and golf carts shall not be operated in inclement weather or when visibility is impaired by weather, smoke, fog or other conditions, or at any time when there is insufficient light to clearly see persons and vehicles on the roadway at a distance of 500 feet.
- c. ATV and golf cart operators must obey all traffic laws.
- d. The ATV or golf cart shall display a slow moving emblem and have an operable rear view mirror.

**§ 70.05 Operation During City Festivals.**

Operation of Golf Carts and ATV's are permitted within City limits during City Festivals as deemed so by the Mantorville City Council. Permits are required and will only be issued to an adult age 18 or over. Operation of the Golf Cart or ATV will follow the requirements as listed in Section 70.04. Proof of insurance and a valid driver's license must accompany all permit applications. Permit fees will be established yearly as part of the master fee schedule.

**§ 70.06 Statutes Adopted**

Minnesota Statutes 169.045, as amended, together with rules and regulations promulgated thereunder, are hereby adopted by reference, incorporated herein, and made a part hereof except as otherwise provided herein.

**§ 70.07 Penalties**

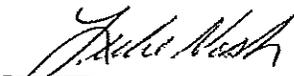
Any person who violates any of the provisions of this Ordinance shall be guilty of a misdemeanor and upon conviction thereof shall be punished in accordance with Minnesota law.

**§ 70.08 Ordinances Repealed**

Mantorville Code Chapter 70 Section 70.01-70.09 is hereby repealed.

This ordinance becomes effective from and after its passage and publication.

Passed by the Mantorville City Council this 13<sup>th</sup> day of July, 2009.



\_\_\_\_\_  
Mayor Luke Nash



\_\_\_\_\_  
Attest; City Clerk Treasurer, Camille C. Reber

**Chapter 70: Traffic Regulations**  
**An Ordinance Regulating the Use of Snowmobiles within the City of**  
**Mantorville, Minnesota, and Providing Penalties for the Violation**  
**Thereof**

The City Council of the City of Mantorville, Minnesota ordains:

**§ 70.09 Definitions**

All definitions as used in Minnesota Statutes Sections 84.81 are adopted and incorporated in this Ordinance as if fully set forth herein. As used in this Ordinance, the following terms shall mean:

1. "Snowmobile" means a self-propelled vehicle designed for travel on snow or ice steered by skis or runners.
2. "Operate" means to ride in or on and control the operation of a snowmobile.
3. "Operator" means every person who operates or is in actual physical control of a snowmobile.
4. "Public Road Right of Way" means the entire right of way of a public road, including the traveled portions, banks, ditches, shoulder, median and boulevard of a road that is not privately owned.

**§ 70.10 TRAVEL ON CITY STREETS LIMITED**

Snowmobiles operating within the City shall travel from an operator's place of residence, out of the city, or from outside the City to the place of residence of the operator, by traveling the shortest possible route.

**§ 70.11 Prohibited Areas of Operation**

No person shall drive or operate a snowmobile in any of the following areas:

1. On public school grounds, city parks and other public land without written permission to do so by the proper public authority;
2. On private property of another without written permission to do so by the owner or occupant of said property;
3. On 5<sup>th</sup> Street from West Street to Blanch Street except while making a crossing at 5<sup>th</sup> Street at an angle of approximately 90 degrees to the direction of the street and at a place where no obstruction prevents a quick and safe crossing;
4. On any portion of a public road right of way which is not normally used or intended for vehicle travel.

**§ 70.12 Operation Generally**

Snowmobile operators shall abide by the following rules and regulations within the City limits:

1. No one shall operate a snowmobile at a speed in excess of fifteen (15) miles per hour.
2. No one shall operate a snowmobile in a careless, reckless or negligent manner so as to endanger the person or property of another or to cause injury or damage thereto.
3. Snowmobiles shall come to a complete stop at all street intersections.
4. Snowmobiles shall yield the right-of-way to all pedestrians and to all traffic which constitutes an immediate hazard.
5. Snowmobile operators shall abide by all provisions of Minnesota Statutes, Sections 84.81 to 84.90 and Sections 84.92 to 84.929, as amended.

**§ 70.13 OPERATION BY MINORS LIMITED**

- (A) No person under 14 years of age shall operate a snowmobile within a public road right of way within the city.
- (B) No person 14 years of age or older, but less than 18 years of age shall operate a snowmobile within a public road right of way within the City unless they have in their immediate possession a valid snowmobile

safety certificate for operation of a snowmobile issued by the Commissioner of Natural Resources for the State of Minnesota.

- (C) No person under the age of 18 shall operate or ride upon a snowmobile without wearing a protective helmet or headgear that complies with the standards established by the Commissioner of Public Safety.

**§ 70.14 Times of Operation Prohibited**

No person shall drive or operate a snowmobile between the hours of 12:00 a.m. and 7:00 a.m. from Monday through Friday and between the hours of 1:00 a.m. and 7:00 a.m. on Saturday and Sunday.

**§ 70.15 Statutes Adopted.**

Minnesota Statutes, Sections 84.81 to 84.90 and Sections 84.92 to 84.929, as amended, together with rules and regulations promulgated thereunder, are hereby adopted by reference, incorporated herein, and made a part hereof, except as otherwise provided herein.

**§ 70.16 Penalties**

Any person who violates any of the provisions of this Ordinance shall be guilty of a misdemeanor and upon conviction thereof shall be punished in accordance with Minnesota law.

**§ 70.17 Severability**

If any section, subsection, sentence, clause or phrase of this Ordinance is, for any reason, held to be invalid, such decision shall not affect the validity of the remaining portions of this Ordinance.

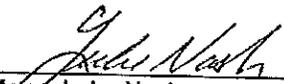
**§ 70.18. Ordinances Repealed**

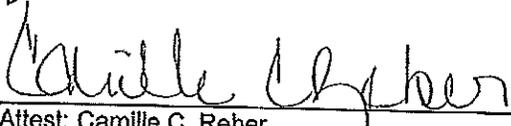
Mantorville Code Chapter 70 Section 70.01-70.09 is hereby repealed.

**§ 70.19 Effective Date**

This Ordinance becomes effective from and after its passage and publication.

Passed by the City Council of the City of Mantorville this 13<sup>th</sup> day of July 2009.

  
\_\_\_\_\_  
Mayor Luke Nash

  
\_\_\_\_\_  
Attest; Camille C. Reber