

MANTORVILLE CITY COUNCIL MEETING AGENDA
MONDAY APRIL 13, 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 March 23, 2015
 - b) Warrant List April 13, 2015
 - c) FD Meeting Minutes of April 1, 2015
 - d) Dodge County Board of Commissioners Meeting Agenda April 14, 2015
 - e) March Sheriffs Call Report for Mantorville
 - f) Notice of Emerald Ash Borer Meeting
 - g) SEMLM Meeting
 - h) Riverside Park Community Planning Meeting Tuesday, April 14, 2015
5. Public Concerns
6. Public Hearing - None
7. Old Business/New Business
 - a) Tabled Resolution 2015-05 A RESOLUTION GRANTING A VARIANCE FOR PROPERTY LOCATED ALONG 4TH STREET WEST, LOT 1 BLOCK 14, ORIGINAL PLAT
 - b) Tabled Resolution 2015-06 A RESOLUTION GRANTING A VARIANCE FOR PROPERTY LOCATED ALONG 4TH STREET WEST, S. 4 FT OF LOT 9, ALL OF LOT 10, BLOCK 14, ORIGINAL PLAT
 - c) Saloon Amended Music Request for Marigold Days – Scott & Koreen Seim
 - d) City Emergency Plan
 - e) Street Sweeping Request
 - f) Zoning Amendment Request – Accessory Structures
 - g) Tax Abatement – Business Subsidy Policy
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 MINUTES
MONDAY MARCH 23, 2015
6:30 PM**

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

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

Others Present: Gretta Becay, Will Lambert, Mary Lee Lambert, Robert Fryer, Murial French, Barbara Loqua, Ron Ruport, Anthony Hofstad, Karen Steele, Jone Trapp, Dan Trapp, Dave Dripps, Nancy Naatz, Darin Wilking, Scott Larsen, Tim Hruska and Cami Reber.

2. **Pledge of Allegiance** - done

3. **Additions/Deletions to Agenda** – remove item 7. D)

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

- a) City Council Meeting Minute's March 9, 2015
- b) Warrant List March 23, 2015
- c) Dodge County Board of Commissioners Meeting Agenda March 24, 2015
- d) Dodge County Regional Rail Authority Meeting Agenda March 24, 2015
- e) Notice of Changes to LBAE Training and Compliance
- f) Dodge County Planning and Zoning Public Hearing Notice

Motion passed unanimously.

5. **Public Concerns** - none

6. **Public Hearing**

- a) **6:30 pm Variance Request – Davidson Developments**

Motion made by Member Hofstad second by Member Roth to close the regular session and open the public hearing at 6:30 pm. Motion passed unanimously.

Tim Hruska, City Engineer, explained the variance requests. The applicant, Davidson Developments - Dave Dripps, is planning commercial development on the two commercial properties that lay in the flood fringe district. The variance request is to be able to access the lots at a lower elevation than what the code allows and leniency on the fill requirement on the north side of the property. The elevation requirement per City Code is 2 feet below the RFPE which is 1117.3. The fill requirement is to be able to have a 4' extension of fill on the North side instead of the required 15'. Public comments made during the meeting are as follows:

Mary Lee Lambert – spoke on behalf of several of the neighbors who got together to discuss the requests. They recognize the need for additional business in the downtown area and that changes are going to happen. They feel there must be input from the DNR and EQB regarding the impact that additional fill on these lots will do. The individual home owners can attest to flooding. The addendums to the purchase agreements state no increase to the threat of flooding can occur and they feel that the plans that have been submitted are incomplete and more information needs to be brought forward before any variance should be granted. The need is for complete structural, topographical engineered studies. The appearance of new construction as it relates to the Historic District should be kept in mind. Personally her and her husband support the development of these lots but the potential of a vista of asphalt and dumpsters from their front porch is a nightmare. These are the points they want considered before a variance or other permits are granted. No one has demonstrated proof that they will not be flooded out.

Karen Steele – asked about a new flood zone map for Mantorville. The City isn't aware of a new one being completed yet. She reminded the Council of the flood events that have taken place in the last 5-6 years.

Will Lambert – the access request is common sense; you would have to raise the level of the alley which could create problems for everyone along the alley.

Ron Ruport – lives adjacent to the west lot and is concerned with the buffering along that north line.

Motion made by Member Roth, second by Member Hofstad to close the public hearing and go back into the regular session at 6:45 pm. Motion passed unanimously.

7. Old Business/New Business

a) Resolution 2015-05 and Findings of Fact –Draft

Member Blair noted some additional wording that could be added to the resolutions in regards to the method used in protecting the foundation of the building as is the purpose of that section of the code. As to the access issue, there are other properties in and near the flood area on the map that have the potential for flood issues similar to the properties in question. We need to work with the County and Fire Department to spell out more specifically on the handling of these situations.

Member Hofstad asked if the DNR has any other concerns that need to be addressed beyond what has been submitted. Tim Hruska answered that yes, there will be additional standards that will need to be met before any permit can be issued. There has to be proof that the construction will not cause undue harm and damage to any neighboring properties. The DNR will be involved in reviewing the hydraulic analysis of the flood plain, this is the way the ordinance reads and is standard practice.

Member Roth asked about the buffer zone and what is required there as well. This will all be reviewed when the final plans are brought to Council for approval before the building permit is issued.

Motion made by Member Roth, second by Member Blair to table Resolution 2015-05 and 2015-06 until the next Council Meeting so the information received by the DNR can be reviewed by Council Members. Motion passed unanimously.

b) Resolution 2015-06 and Findings of Fact – Draft

Included in the above motion.

c) Engineer Updates – Tim Hruska, WHKS

- WW Project – Met last Wednesday with the City of Kasson to review everything, submitted the PPL which is a funding mechanism to apply for grants/loans and the hope is to qualify for the Point Source Grant. The plans should be complete in June and submitted to the PCA for their review for a fall construction. Soil borings to begin next week.
- Walnut Street Drainage – update that the county Soil and Water staff are still trying to reach out to the property owner and City staff will continue to brush up the berm.
- 7th Street Project Wrap Up – will still be evaluated and needs to be finished yet this spring.
- Update given on a storm water pipe connection that needs to be completed by the County as part of their building project at the old school site.
- Next Tuesday the ZWP will be here to give an update to the Park Board on their project proposal.

d) **Saloon Amended Music Request for Marigold Days - Remove**

8. **TBD**

a) **Public Works Report** – Scott gave an update on grinder pump replacement, street patching, the street sweeper – a request to sell and bring back a bid to outsource the sweeping at the next meeting - and looking into other city equipment.

b) **City Clerk Report** – Cami gave an update on audit work last week, receiving more planning and zoning requests, and reviewing ordinance updates.

c) **Consultant Report** - none

d) **Committee Report**

- Chamber – Member Hofstad is planning to attend the next one.
- MRA – Member Roth reported that they are planning a retreat for future projects and they want the City to develop a Historic Commission.

e) **Council Member Report**

- Member Hofstad – noted a good job on plowing.
- Member Roth – made it a project to visit Mantorville businesses.
- Member Swanson – none
- Member Blair – none

f) **Mayor Report** - none

9. **Executive Session** - none

10. **Adjourn** – Motion made by Member Hofstad, second by Member Blair to adjourn the meeting at 7:18 pm. Motion passed unanimously.

Attest: _____
Camille C. Reber, City Clerk Treasurer

*Check Summary Register©

April 2015

Name	Check Date	Check Amt	
10100 Citizens State Bank			
UnPaid	DODGE COUNTY INDEPENDENT	\$62.86	PUBLIC HEARING ZONING REQUESTS (DA
UnPaid	BLU TOWER, INC	\$670.32	COMMERCIAL WATER METER
UnPaid	CARLSON WELL	\$902.00	WATER WELL SEALED @ MADOLLS RESID
UnPaid	CASEYS GENERAL STORES INC	\$377.24	FUEL - STREETS
UnPaid	CMS - CONSTRUCTION MGMT.S	\$710.05	MARCH BUILDING INSPECTIONS
UnPaid	CONTINENTAL RESEARCH COR	\$460.54	DOUBLE 6 WEED KILL
UnPaid	CULLIGAN	\$9.50	BOTTLED WATER
UnPaid	DODGE COUNTY HIGHWAY DEP	\$537.12	SALT AND SAND FOR FEB/MARCH
UnPaid	DODGE COUNTY LANDFILL	\$2.99	DOOR AND WINDOWS TO THE DUMP
UnPaid	FIRE SAFETY USA, INC	\$98.00	STORAGE MOUNTING PLATE
UnPaid	GOPHER STATE ONE CALL	\$10.15	UTILITY LINE LOCATES
UnPaid	HAWKINS, INC	\$4,426.08	WW CHEMICALS
UnPaid	HEALTHSMART BENEFIT SOLUT	\$32.00	EMPLOYEE PAID SUPPLEMENTAL LIFE INS
UnPaid	HERO, JORSTAD & JACOBSEN,	\$1,420.00	FEBRUARY LEGAL SERVICES
UnPaid	IMAGES ON METAL	\$220.00	UNIFORMS FOR DARIN PER PERSONNEL P
UnPaid	KASSON HARDWARE HANK	\$102.91	PVC FLUX/CEMENT/PRIMER
UnPaid	K-M REGIONAL VETERINARY HO	\$47.73	IMPOUND FEES
UnPaid	K-M TELECOM	\$502.92	CITY HALL - 5170 -MAIN
UnPaid	MANTORVILLE FD RELIEF ASSO	\$4,965.33	CITY 2015 CONTRIBUTIONS
UnPaid	MAXSON ELECTRIC	\$328.00	WORK ON LIFT STATION PUMPS
UnPaid	MINNESOTA ENERGY RESOURC	\$1,861.54	4016467-5 SHOP
UnPaid	MN DEPARTMENT OF HEALTH	\$23.00	WATERWORKS OPERATOR EXAM FOR SC
UnPaid	MOPS AND BUCKETS, LLC	\$53.44	CLEANING CITY HALL
UnPaid	MOTOROLA	\$11,993.25	700 MHZ DVR SIDE BY SIDE IN BAND(RELIE
UnPaid	NAPA	\$368.38	TOGGLE/CIRCUIT TESTER
UnPaid	PACKNET, LTD	\$435.04	BIODEGRADABLE LAWN & LEAF BAGS CIT
UnPaid	PITNEY BOWES INC	\$199.00	MARCH POSTAGE
UnPaid	SEMA EQUIPMENT INC	\$70.68	3120 TRACTOR SENSOR
UnPaid	SMITH SCHAFFER & ASSOCIATE	\$7,500.00	2014 ANNUAL AUDIT
UnPaid	SMOKE-EATER PUBLICATIONS,	\$56.00	MAGAZINE SUBSCRIPTION - FD
UnPaid	SWENKE IMS CONTRACTING, LL	\$322.50	PLOWING/HAULING SNOW IN MARCH
UnPaid	LAKER CHEMICAL INC. DBA	\$840.00	50 BAGS OF FINE ROAD PATCH
UnPaid	UC LAB - UTILITY CONSULTANT	\$780.00	WWTP PHOSPHORUS & BIOSOLIDS TESTI
UnPaid	USA BLUE BOOK	\$631.15	FILTER PAPERS, HACH FLUORIDE
UnPaid	WASTE MANAGEMENT	\$111.88	GARBAGE REMOVAL
UnPaid	XCEL ENERGY	\$4,731.77	STREET LIGHTS NON METERED
	Total Checks	\$45,863.37	

MANTORVILLE, MN

04/09/15 4:15 PM

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Payments

Current Period: April 2015

Batch Name	WAR 04 13 15	User Dollar Amt	\$55,251.27		
Payments		Computer Dollar Amt	\$55,251.27		
				\$0.00	In Balance
Refer	0 BLUE CROSS BLUE SHIELD OF MI	Ck# 004902	4/13/2015		
Cash Payment	G 101-21706 Hospitalization/Medical Ins	APRIL GROUP HEALTH INSURANCE			\$4,997.50
Invoice	4902	4/13/2015			
Transaction Date	4/2/2015	Citizens State Bank	10100	Total	\$4,997.50
Refer	0 BLU TOWER, INC				
Cash Payment	E 601-49400-430 Miscellaneous	COMMERCIAL WATER METER			\$670.32
Invoice	3309	4/13/2015			
Transaction Date	4/2/2015	Citizens State Bank	10100	Total	\$670.32
Refer	0 CONTINENTAL RESEARCH CORP				
Cash Payment	E 101-45200-200 Supplies	DOUBLE 6 WEED KILL			\$460.54
Invoice	416269-CRC	4/13/2015			
Transaction Date	4/2/2015	Citizens State Bank	10100	Total	\$460.54
Refer	0 DCI - DODGE COUNTY INDEPEND				
Cash Payment	E 101-41110-352 Publishing	PUBLIC HEARING ZONING REQUESTS (DAVIDSON DEVELOPMENTS)			\$62.86
Invoice	3-31-15	4/13/2015			
Transaction Date	4/2/2015	Citizens State Bank	10100	Total	\$62.86
Refer	0 IMAGES ON METAL				
Cash Payment	E 101-41940-417 Uniforms	UNIFORMS FOR DARIN PER PERSONNEL POLICY			\$220.00
Invoice	180169	4/13/2015			
Transaction Date	4/2/2015	Citizens State Bank	10100	Total	\$220.00
Refer	0 K-M TELECOM				
Cash Payment	E 101-41940-321 Communications Phone/	CITY HALL - 5170 -MAIN			\$109.49
Invoice	1200841	4/13/2015			
Cash Payment	E 101-41940-321 Communications Phone/	CITY HALL - 5176 - 2ND LINE			\$33.90
Invoice	1200841	4/13/2015			
Cash Payment	E 101-41940-321 Communications Phone/	CITY HALL - 5300 - FAX			\$30.00
Invoice	1200841	4/13/2015			
Cash Payment	E 101-42200-321 Communications Phone/	FD - 5440			\$30.00
Invoice	1200841	4/13/2015			
Cash Payment	E 101-41940-321 Communications Phone/	STREETS - SHOP - 5119			\$73.99
Invoice	1200841	4/13/2015			
Cash Payment	E 601-49400-321 Communications Phone/	WATER TOWER ALARM - 3588			\$40.00
Invoice	1200841	4/13/2015			
Cash Payment	E 602-49450-321 Communications Phone/	LIFT STATION - 5066			\$30.00
Invoice	1200841	4/13/2015			
Cash Payment	E 602-49450-321 Communications Phone/	WWTP - 5413			\$30.00
Invoice	1200841	4/13/2015			
Cash Payment	E 602-49450-321 Communications Phone/	WWTP - 5463			\$79.99
Invoice	1200841	4/13/2015			
Cash Payment	E 101-41940-321 Communications Phone/	LONG DISTANCE/TAXES/FEES			\$43.55
Invoice	1200841	4/13/2015			
Cash Payment	E 101-46500-437 Other Miscellaneous	KMLD 800#			\$2.00
Invoice	1200841	4/13/2015			
Transaction Date	4/2/2015	Citizens State Bank	10100	Total	\$502.92

Payments

Current Period: April 2015

Refer	0	MAXSON ELECTRIC			
Cash Payment	E 602-49450-300	Professional Svcs (GEN	WORK ON LIFT STATION PUMPS		\$201.00
Invoice	5074	4/13/2015			
Cash Payment	E 602-49450-300	Professional Svcs (GEN	GROVER RESIDENCE GRINDER PUMP		\$127.00
Invoice	5067	4/13/2015			
Transaction Date	4/2/2015	Citizens State Bank	10100	Total	\$328.00
Refer	0	MN DEPARTMENT OF HEALTH			
Cash Payment	E 601-49400-208	Training, Mileage	WATERWORKS OPERATOR EXAM FOR SCOTT		\$23.00
Invoice	3/25/15	4/13/2015			
Transaction Date	4/2/2015	Citizens State Bank	10100	Total	\$23.00
Refer	0	HEALTHSMART BENEFIT SOLUTIO			
Cash Payment	G 101-21711	Life Insurance Payable	EMPLOYEE PAID SUPPLEMENTAL LIFE INSURANCE APRIL 2015		\$32.00
Invoice	6089415	4/13/2015			
Transaction Date	4/2/2015	Citizens State Bank	10100	Total	\$32.00
Refer	0	SEMA EQUIPMENT INC			
Cash Payment	E 101-43100-228	Equip. Repair and Maint	3120 TRACTOR SENSOR		\$70.68
Invoice	744168	4/13/2015			
Transaction Date	4/2/2015	Citizens State Bank	10100	Total	\$70.68
Refer	0	TEAM LAB CHEMICAL CORP.			
Cash Payment	E 101-43100-224	Street Maint Materials	50 BAGS OF FINE ROAD PATCH		\$840.00
Invoice	100469	4/13/2015			
Transaction Date	4/2/2015	Citizens State Bank	10100	Total	\$840.00
Refer	0	USA BLUE BOOK			
Cash Payment	E 602-49450-216	Chemicals and Chem Pr	FILTER PAPERS, HACH FLUORIDE		\$112.30
Invoice	592731	4/13/2015			
Cash Payment	E 101-45200-401	Repairs/Maint Buildings	3 CONTAINERS FOR PARKS		\$518.85
Invoice	597968	4/13/2015			
Transaction Date	4/2/2015	Citizens State Bank	10100	Total	\$631.15
Refer	0	WASTE MANAGEMENT			
Cash Payment	E 101-41940-384	Refuse/Garbage Dispos	GARBAGE REMOVAL		\$111.88
Invoice	2990289-2760-4	4/13/2015			
Transaction Date	4/2/2015	Citizens State Bank	10100	Total	\$111.88
Refer	0	XCEL ENERGY			
Cash Payment	E 101-43160-381	Electric Utilities	STREET LIGHTS NON METERED		\$1,669.88
Invoice	03/19/15	4/13/2015			
Cash Payment	E 101-43160-381	Electric Utilities	BRIDGE LIGHTS		\$60.96
Invoice	03/19/15	4/13/2015			
Cash Payment	E 101-43160-381	Electric Utilities	130 ST.HWY 57 S.CITY SIGN		\$20.54
Invoice	03/19/15	4/13/2015			
Cash Payment	E 101-43160-381	Electric Utilities	60003 ST.HWY 57 N CITY SIGN		\$17.65
Invoice	03/19/15	4/13/2015			
Cash Payment	E 101-42200-380	Utility Services	FH/CH/PUMP		\$294.92
Invoice	03/19/15	4/13/2015			
Cash Payment	E 101-43160-381	Electric Utilities	410 CLAY		\$14.53
Invoice	03/19/15	4/13/2015			
Cash Payment	E 101-41940-380	Utility Services	MANTOR FIELD		\$27.68
Invoice	03/19/15	4/13/2015			

Payments

Current Period: April 2015

Cash Payment	E 101-41940-380 Utility Services	340 CLAY RIVERSIDE	\$32.89
Invoice	03/19/15 4/13/2015		
Cash Payment	E 101-41940-380 Utility Services	342 MAIN ST RIVERSIDE	\$14.53
Invoice	03/19/15 4/13/2015		
Cash Payment	E 101-41940-380 Utility Services	GOLFVIEW DENNISON FIELD	\$15.74
Invoice	03/19/15 4/13/2015		
Cash Payment	E 101-41940-380 Utility Services	EAST ST. CITY SHOP	\$179.72
Invoice	03/19/15 4/13/2015		
Cash Payment	E 602-49450-380 Utility Services	121 BLANCH WWTF	\$1,482.41
Invoice	03/19/15 4/13/2015		
Cash Payment	E 601-49400-380 Utility Services	841 BLANCH WELL	\$699.75
Invoice	03/19/15 4/13/2015		
Cash Payment	E 601-49400-380 Utility Services	WATER TOWER	\$56.88
Invoice	03/19/15 4/13/2015		
Cash Payment	E 603-45183-381 Electric Utilities	CAMPGROUND	\$14.97
Invoice	03/19/15 4/13/2015		
Cash Payment	E 101-41940-380 Utility Services	BLANCH ST. SHOP	\$39.53
Invoice	03/19/15 4/13/2015		
Cash Payment	E 602-49450-380 Utility Services	JEFFERSON LIFT STATION	\$30.66
Invoice	03/19/15 4/13/2015		
Cash Payment	E 101-42200-380 Utility Services	210 5TH ST E SIREN	\$9.28
Invoice	03/19/15 4/13/2015		
Cash Payment	E 101-43160-381 Electric Utilities	BLANCH ST NON METER	\$8.64
Invoice	03/19/15 4/13/2015		
Cash Payment	E 101-42200-380 Utility Services	701 CHESTNUT - SIREN	\$9.47
Invoice	03/19/15 4/13/2015		
Cash Payment	E 101-41940-380 Utility Services	15 4TH ST WEST - RIVERSIDE	\$31.14
Invoice	03/19/15 4/13/2015		
Transaction Date	4/2/2015	Citizens State Bank 10100	Total \$4,731.77
Refer	0 CASEYS GENERAL STORES INC	-	
Cash Payment	E 101-43100-212 Motor Fuels	FUEL - STREETS	\$28.45
Invoice	4/25/15 4/13/2015		
Cash Payment	E 602-49450-212 Motor Fuels	FUEL - WWTP	\$178.69
Invoice	4/25/15 4/13/2015		
Cash Payment	E 101-42200-212 Motor Fuels	FUEL FIRE DEPT.	\$170.10
Invoice	4/25/15 4/13/2015		
Transaction Date	4/3/2015	Citizens State Bank 10100	Total \$377.24
Refer	0 CMS - CONSTRUCTION MGMT. SE	-	
Cash Payment	E 101-42400-300 Professional Svcs (GEN	MARCH BUILDING INSPECTIONS	\$710.05
Invoice	MARCH 4/13/2015		
Transaction Date	4/3/2015	Citizens State Bank 10100	Total \$710.05
Refer	0 PITNEY BOWES INC	-	
Cash Payment	E 101-41500-322 Postage	MARCH POSTAGE	\$199.00
Invoice	04/21/15 4/13/2015		
Transaction Date	4/3/2015	Citizens State Bank 10100	Total \$199.00
Refer	0 SMOKE-EATER PUBLICATIONS, T	-	
Cash Payment	E 101-42200-437 Other Miscellaneous	MAGAZINE SUBSCRIPTION - FD	\$56.00
Invoice	4/1/15 4/13/2015		
Transaction Date	4/3/2015	Citizens State Bank 10100	Total \$56.00
Refer	0 GOPHER STATE ONE CALL	-	

Payments

Current Period: April 2015

Cash Payment	E 601-49400-300 Professional Svcs (GEN	UTILITY LINE LOCATES		\$10.15
Invoice 134474	4/13/2015			
Transaction Date	4/3/2015	Citizens State Bank	10100	Total \$10.15
Refer	0 KASSON HARDWARE HANK			
Cash Payment	E 601-49400-228 Equip. Repair and Maint	PVC FLUX/CEMENT/PRIMER		\$23.98
Invoice 3/31/15	4/13/2015			
Cash Payment	E 601-49400-228 Equip. Repair and Maint	BRASS COUPLING		\$6.99
Invoice 3/31/15	4/13/2015			
Cash Payment	E 101-45200-200 Supplies	TRASH BAGS/DRUM LINERS		\$48.97
Invoice 3/31/15	4/13/2015			
Cash Payment	E 101-43100-200 Supplies	TRASH BAG FLAP/PAPER TOWELS/KEY CAP		\$22.97
Invoice 3/31/15	4/13/2015			
Transaction Date	4/6/2015	Citizens State Bank	10100	Total \$102.91
Refer	0 FIRE SAFETY USA, INC			
Cash Payment	E 101-42200-240 Tools and Minor Equipm	STORAGE MOUNTING PLATE		\$41.00
Invoice 76941	4/13/2015			
Transaction Date	4/6/2015	Citizens State Bank	10100	Total \$41.00
Refer	0 NAPA			
Cash Payment	E 101-43100-200 Supplies	TOGGLE/CIRCUIT TESTER		\$13.48
Invoice 3/2/15	4/13/2015			
Cash Payment	E 101-43100-200 Supplies	TOGGLE SWITCH FOR THE GATOR		\$4.49
Invoice 3/2/15	4/13/2015			
Cash Payment	E 101-43100-200 Supplies	TORCH KIT		\$101.49
Invoice 3/2/15	4/13/2015			
Cash Payment	E 602-49450-200 Supplies	SUPER HC IND V BELT		\$139.92
Invoice 3/2/15	4/13/2015			
Cash Payment	E 101-43100-200 Supplies	ROLLER BATTERY		\$124.00
Invoice 3/2/15	4/13/2015			
Cash Payment	E 101-43100-200 Supplies	BATTERY CORE DEPOSIT CREDIT		-\$15.00
Invoice 3/2/15	4/13/2015			
Transaction Date	4/6/2015	Citizens State Bank	10100	Total \$368.38
Refer	0 DODGE COUNTY LANDFILL			
Cash Payment	E 101-41940-384 Refuse/Garbage Dispos	DOOR AND WINDOWS TO THE DUMP		\$2.99
Invoice 3/19/15	4/13/2015			
Transaction Date	4/6/2015	Citizens State Bank	10100	Total \$2.99
Refer	0 UC LAB - UTILITY CONSULTANTS			
Cash Payment	E 602-49450-300 Professional Svcs (GEN	WWTP PHOSPHORUS & BIOSOLIDS TESTING FEB/MAR		\$780.00
Invoice 88468	4/13/2015			
Transaction Date	4/6/2015	Citizens State Bank	10100	Total \$780.00
Refer	0 SMITH SCHAFFER & ASSOCIATES			
Cash Payment	E 101-41530-301 Auditing and Acct g Servi	2014 ANNUAL AUDIT		\$7,500.00
Invoice 25870	4/13/2015			
Transaction Date	4/6/2015	Citizens State Bank	10100	Total \$7,500.00
Refer	0 K-M REGIONAL VETERINARY HOS			
Cash Payment	E 101-41500-312 Animal Impound Fees	IMPOUND FEES		\$47.73
Invoice 4/1/15	4/13/2015			
Transaction Date	4/6/2015	Citizens State Bank	10100	Total \$47.73

Payments

Current Period: April 2015

Refer	0	DODGE COUNTY HIGHWAY DEPA	-				
Cash Payment	E 101-43125-406	Snow/Ice Removal	SALT AND SAND FOR FEB/MARCH			\$537.12	
Invoice 17		4/13/2015					
Transaction Date	4/6/2015		Citizens State Bank	10100	Total	\$537.12	
Refer	0	CULLIGAN	-				
Cash Payment	E 101-41940-200	Supplies	BOTTLED WATER			\$9.50	
Invoice 3/31/15		4/13/2015					
Transaction Date	4/6/2015		Citizens State Bank	10100	Total	\$9.50	
Refer	0	CARLSON WELL	-				
Cash Payment	E 601-49400-300	Professional Srvs (GEN	WATER WELL SEALED @ MADOLLS RESIDENCE			\$902.00	
Invoice 4581		4/13/2015					
Transaction Date	4/6/2015		Citizens State Bank	10100	Total	\$902.00	
Refer	0	INTERNAL REVENUE SERVICE	Ck# 004899 4/13/2015				
Cash Payment	G 101-21701	Federal Withholding	FED W/H MARCH 2015			\$1,094.49	
Invoice 4899		4/13/2015					
Cash Payment	G 101-21709	Medicare	MEDIC W/H MARCH 2015			\$356.78	
Invoice 4899		4/13/2015					
Cash Payment	G 101-21703	FICA Tax Withholding	SS W/H MARCH 2015			\$1,525.40	
Invoice 4899		4/13/2015					
Transaction Date	4/6/2015		Citizens State Bank	10100	Total	\$2,976.67	
Refer	0	MN PERA	Ck# 004900 4/13/2015				
Cash Payment	G 101-21704	PERA	EMPLOYEE RETIREMENT PR6			\$862.90	
Invoice 4900		4/13/2015					
Transaction Date	4/6/2015		Citizens State Bank	10100	Total	\$862.90	
Refer	0	MOTOROLA	-				
Cash Payment	E 101-42200-570	Capital Outlay	700 MHZ DVR SIDE BY SIDE IN BAND(RELIEF TO REIMBURSE CITY)			\$11,993.25	
Invoice 41206180		4/13/2015					
Transaction Date	4/6/2015		Citizens State Bank	10100	Total	\$11,993.25	
Refer	0	MN DEPARTMENT OF REVENUE	Ck# 004901 4/13/2015				
Cash Payment	G 101-21702	State Withholding	MARCH 2015 PAYROLL TAX W/H			\$483.88	
Invoice 4901		4/13/2015					
Transaction Date	4/6/2015		Citizens State Bank	10100	Total	\$483.88	
Refer	0	PAYMENT SERVICE NETWORK, IN	Ck# 004903 4/13/2015				
Cash Payment	E 601-49400-300	Professional Srvs (GEN	SERVICE FEES FOR MARCH			\$66.95	
Invoice		4/13/2015					
Transaction Date	4/6/2015		Citizens State Bank	10100	Total	\$66.95	
Refer	0	MANTORVILLE FD RELIEF ASSOC.	-				
Cash Payment	E 101-42200-124	Fire Pension Contributio	CITY 2015 CONTRIBUTIONS			\$4,000.00	
Invoice 1001		4/13/2015					
Transaction Date	4/7/2015		Citizens State Bank	10100	Total	\$4,000.00	
Refer	0	FIRE SAFETY USA, INC	-				
Cash Payment	E 101-42200-217	Other Operating Supplie	CARBON MONOXIDE ALARM & BATTERIES			\$57.00	
Invoice 77867		4/13/2015					
Transaction Date	4/7/2015		Citizens State Bank	10100	Total	\$57.00	
Refer	0	MOPS AND BUCKETS, LLC	-				

MANTORVILLE, MN

04/09/15 4:15 PM

Page 6

Payments

Current Period: April 2015

Cash Payment	E 101-41940-439 Janitors	CLEANING CITY HALL		\$53.44
Invoice	4/7/15	4/13/2015		
Transaction Date	4/7/2015	Citizens State Bank	10100	Total \$53.44
Refer	0 MINNESOTA ENERGY			
Cash Payment	E 101-41940-380 Utility Services	4016467-5 SHOP		\$443.06
Invoice	3-26-15	4/13/2015		
Cash Payment	E 101-41940-380 Utility Services	4300149-4 SHOP		\$319.68
Invoice	3-26-15	4/13/2015		
Cash Payment	E 101-41940-380 Utility Services	4028156-0 SHOP		\$258.94
Invoice	3-26-15	4/13/2015		
Cash Payment	E 101-42200-380 Utility Services	4229566-7 FIRE DEPT		\$626.40
Invoice	3-26-15	4/13/2015		
Cash Payment	E 601-49400-380 Utility Services	4113568-2 WTR PUMP		\$49.43
Invoice	3-26-15	4/13/2015		
Cash Payment	E 602-49450-380 Utility Services	4299022-6 WWTP		\$43.26
Invoice	3-26-15	4/13/2015		
Cash Payment	E 101-41940-380 Utility Services	5121503-6 SHOP		\$120.77
Invoice	3-26-15	4/13/2015		
Transaction Date	4/7/2015	Citizens State Bank	10100	Total \$1,861.54
Refer	0 SWENKE COMPANY, INC			
Cash Payment	E 101-43125-406 Snow/Ice Removal	PLOWING/HAULING SNOW IN MARCH		\$322.50
Invoice	PLOW/MARCH	4/13/2015		
Transaction Date	4/8/2015	Citizens State Bank	10100	Total \$322.50
Refer	0 PACKNET, LTD			
Cash Payment	E 101-45200-200 Supplies	BIODEGRADABLE LAWN & LEAF BAGS CITY WIDE CLEAN UP		\$435.04
Invoice	156283	4/13/2015		
Transaction Date	4/9/2015	Citizens State Bank	10100	Total \$435.04
Refer	0 HAWKINS, INC			
Cash Payment	E 602-49450-216 Chemicals and Chem Pr	WW CHEMICALS		\$1,518.74
Invoice	3712226	4/13/2015		
Cash Payment	E 601-49400-216 Chemicals and Chem Pr	WATER DEPT. CHEMICALS		\$2,907.34
Invoice	3712227	4/13/2015		
Transaction Date	4/9/2015	Citizens State Bank	10100	Total \$4,426.08
Refer	0 HERO, JORSTAD & JACOBSEN, P.			
Cash Payment	E 101-41600-304 Legal Fees	FEBRUARY LEGAL SERVICES		\$100.00
Invoice	1132			
Cash Payment	E 101-41600-304 Legal Fees	MARCH LEGAL SERVICES		\$1,320.00
Invoice	1180	4/13/2015		
Transaction Date	4/9/2015	Citizens State Bank	10100	Total \$1,420.00
Refer	0 MANTORVILLE FD RELIEF ASSOC.			
Cash Payment	E 101-42200-126 Fire State Aid - Relief As	RELIEF BENEFIT PAYOUT		\$965.33
Invoice	3/12/15	4/13/2015		
Transaction Date	4/9/2015	Citizens State Bank	10100	Total \$965.33

Payments

Current Period: April 2015

Fund Summary

	10100 Citizens State Bank	
101 GENERAL FUND		\$45,025.54
601 WATER FUND		\$5,456.79
602 SEWER FUND		\$4,753.97
603 RV PARK		\$14.97
		<hr/>
		\$55,251.27

Pre-Written Checks	\$9,387.90
Checks to be Generated by the Computer	\$45,863.37
Total	<hr/>
	\$55,251.27

MANTORVILLE FIRE DEPARTMENT
April 1, 2015 General Members Meeting

Sign Off

Call to Order:

- The general member's meeting was called to order at

Pledge of Allegiance:

Member's in Attendance:

- R. Hellerud, J. Williams, , E. Lushinsky, D. Wuderlich, J. Schmidt, D.Gilbertson, R. Nolte, P. Lushinsky, J. Schubert B. Graunke, D.Hofstad, D. Brannan, R. Lucas, S.Kitzerow, S. Fairchild, J. Hodgman, , M. Allen, T. Hodgman, G. Brossard were present

Member's not in Attendance:

- C. Kramer, K. Granle, J. Tibbals, D. Worstman, were absent

Chief's Report:

- April 25th – family 5k run at community ed building- looking for someone to bring 572 to the run
- Jeremy Dostal from DC fire – anyone who would like to do 1st responder training talk to JJ or Travis B
- Region 15 meeting April 8th
- Cami – wondering if there is anything in our SOG for flood evacuations (don't think there is anything in SOG's right now)
- Stagecoach days- they are seeking help – more information to come
- Joe Waugh- was given his check and helmet last week
- If you haven't been to spotter training in the last couple of years please attend the class on Thursday
- Brent has a call in about getting siding for the building
- State fire marshal conference April- talk to JJ

Assistant Chief/Safety Officer:

- Russ & Curt went to the 3 ECHO training, department training will be coming up

Fire Marshall

- Calls:
- Talked with fire marshal to get a copy of the State report- it hasn't been submitted to the state yet

Training Officer:

- Decontamination class is set up for 2nd Wednesday in June
- Grass burn next Wednesday- weather permitting
- No 2nd Wednesday for May due to social

Equipment:

- 1 air bottle has been rebuilt
- Maintenance- check with SCBA team prior to leaving the hall with your truck
- When doing equipment maintenance if you aren't sure what something is listed ask for help

Vehicles:

- Betsy-
- 571 -'97 Pumper-
- 572 -'09 Pumper-
- 574- Chevy Pick Up-
- 576- Int. Tanker-
- 577- Grass Rig- hose needs to be fixed for windshield wiper fluid
- 578 -Mack Tanker- cable for dump shoot needs to be replaced
- 579- Rescue Truck-
- Make sure to fill the fuel tanks, generator and diesel on trucks before they are put back in the hall

First Responders:

- Consortium training this month
- Let Brent know if you have idea's for trainings

Treasurer

- o Bills: \$ 103.38
- o Will be billing homeowner \$250 for CO call
- o motion made by Jen to approve the bills
2nd by Rog
Motion carries

New Business:

- Rog will be gone April 4-April 25th

Old Business:

- Need to purchase a couple more CO detector's
- o On CO calls look at how old detectors are- remind people they are only good for 5-10 years
- Check the bulletin board for upcoming events
- Repeater is approved it might be here by June
- Change in SOG's for skywarn- everybody talking on Dodge EOC
- County is looking at a system similar to IAmResponding
- State patrol is now ok if we need to shut down a highway on a scene- notify dispatch
- 3 echo training coming up

Active Committees

- OSHA/Safety and Accountability: Jen, Ken, Russ, Rog, Paul
- Pre-Incident: Brent, Chuck, Dave G, Don, Russ

- Radios: Paul, Rog
- SOG'S: Paul, JJ, Jeremy, Russ
- Uniform's: Jen, Paul, Emilie, Dave W
- Minimum Requirement's: JJ, Paul, Curt, Russ, Dave G
- Explore program: Brent, Paul, Jim, Ken, Jen, Emilie
- Truck/Equipment- Russ, David W, Jen, Grant

Secretary/ Calendar

- Motion made by Jeremy to approve point report
 - o 2nd by Dale
 - o Motion approved

- o May Lunch- Mike A, Rog, Russ

- Calendar
 - o
 - o April 2nd – 18:30 Spotter's Training DC fire
 - o April 8th – 18:30 1st Responder's Drill
 - o April 8th - 17:30 MSFDA spring meeting
 - o April 8th- 19:30 2nd Wednesday Drill
 - o April 11th -12th – 7:00 Rochester State school
 - o April 14th- 19:00 ZVMA meeting Pine Island Fire Hall
 - o April 15th – 19:00 Equipment/Truck Maintenance
 - o May 4th – 19:00 Officer's Meeting
 - o May 6th - 18:30 1st Wednesday Drill
 - o May 13th – 16:30 Steak Social Hall clean up
 - 18:00 Social Hour
 - 19:00 Dinner
 - o May 20th – 19:00 Equipment/Truck Maintenance
 - o May23rd – Hayfield Golf tourn.

- Motion made to adjourn by Dale
 - 2nd by Steve
 - o Motion carries

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

COMMITTEE AGENDAS

APRIL 14, 2015 8:00 A.M.

8:00 A.M. CONFERENCE ROOM B	8:30 A.M. CONFERENCE ROOM A
8:00 A.M. ADMINISTRATION COMMITTEE Allen & Administrator (Gray - Alt)	8:30 A.M. PUBLIC HEALTH COMMITTEE Tjosaas & Gray (Erickson - Alt)
8:00 a.m. BECKY LUBAHN, Executive Assistant Action Required	8:30 a.m. GAIL HESTER, Interim Business Administrator Action Required
<input type="checkbox"/> 1.1 Minutes of the March 24, 2015 Committee of the Whole	<input type="checkbox"/> 1.1 Request to Approve Revalidation of Medicare Enrollment Forms
<input type="checkbox"/> 1.2 Minutes of the March 24, 2015 Meeting	<input type="checkbox"/> 1.2 Informational/Discussion Items
<input type="checkbox"/> 1.3 Minutes of the March 24, 2015 Regional Rail Authority Meeting	
8:05 a.m.	
ROSE CULBERTSON, Taxpayer Services Director	
<input type="checkbox"/> 2.1 Review Bills	
8:10 a.m.	
LISA HAGER, Employee Relations Director	
<input type="checkbox"/> 3.1 Personnel Agenda	
8:20 a.m.	
DUKE HARBAUGH, Facilities & Fleet Manager	
<input type="checkbox"/> 4.1 2015 Lawn Care Services	
8:25 a.m.	
SARA MARQUARDT, Accounting Services Director	
<input type="checkbox"/> 5.1 Gambling Permit for Holy Family Catholic Church	

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

DODGE COUNTY BOARD OF COMMISSIONERS MEETING

APRIL 14, 2015 – 9:30 A.M.

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

ITEM	9:30 A.M.	JOHN ALLEN, Chair CONVENE COUNTY BOARD MEETING PLEDGE OF ALLEGIANCE DETERMINE QUORUM ESTABLISH AGENDA NEW EMPLOYEE INTRODUCTIONS
1.0 1.1 1.2 1.3 1.4	-	CONSENT AGENDA <input type="checkbox"/> 2015 Lawn Care Services <input type="checkbox"/> Gambling Permit for Holy Family Catholic Church <input type="checkbox"/> Request to Approve Revalidation of Medicare Enrollment Forms <input type="checkbox"/> Advertise for Small Bituminous Projects
<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	9:35 A.M. 5 Minutes	DUKE HARBAUGH, Facilities & Fleet Manager <input type="checkbox"/> Main Floor Courthouse and Human Services Move
3.0 3.1	9:40 A.M. 5 Minutes	TOBEY HICKS, Director of Information Technology <input type="checkbox"/> Audio & Visual Needs for New Board Room at Government Services Building
4.0 4.1	9:45 A.M. 5 Minutes	LISA HAGER, Employee Relations Director <input type="checkbox"/> Personnel Agenda
5.0 5.1	9:50 A.M. 5 Minutes	ROSE CULBERTSON, Taxpayer Services Director <input type="checkbox"/> Review and Approve Bills
6.0 6.1	9:55 A.M. 5 Minutes	SANDRA SCHAEFER, SSTS Coordinator <input type="checkbox"/> Agreement for Intermediate Design Contract
7.0 7.1	10:00 A.M. 5 Minutes	MARY HARDERS, Dodge County Victim Services <input type="checkbox"/> Sexual Assault Awareness Month and Child Abuse Prevention Month
8.0 8.1	10:05 A.M. 10 Minutes	MELISSA DEVETTER, Zoning Administrator <input type="checkbox"/> Planning Commission Recommendations

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

DODGE COUNTY BOARD OF COMMISSIONERS MEETING

APRIL 14, 2015 – 10:15 A.M.

9.0 9.1	10:15 A.M. 5 Minutes	PAUL KILTINEN , County Attorney <input type="checkbox"/> Legal Update
10.0 10.1	10:20 A.M. 5 Minutes	TIM TJOSAAS , Public Health <input type="checkbox"/> Public Health Committee Report • Information/Discussion Items
11.0 11.1	10:25 A.M. 25 Minutes	JOHN ALLEN , Chair <input type="checkbox"/> Administration Committee Report • Minutes of the March 24, 2015 Committee of the Whole (Action) • Minutes of the March 24, 2015 Meeting (Action) • Minutes of the March 24, 2015 Regional Rail Authority Meeting (Action) • <input type="checkbox"/> County Commissioner Reports • <input type="checkbox"/> County Administrator Update • <input type="checkbox"/> Other Deferred Business
12.0	10:50 A.M.	ADJOURN

<i>Coming up in Dodge County:</i>
<i>April 13, 2015 – Building Committee Meeting, 1:00 P.M., Annex, Mantorville, MN.</i>
<i>April 15, 2015 – Dodge County EDA Meeting, 4:30 P.M., Annex, Mantorville, MN.</i>
<i>April 15, 2015 – Ice Arena Committee Meeting, 5:30 P.M., Kasson City Hall, Kasson, MN.</i>
<i>April 16, 2015 – Open Book Meetings, 6:00 P.M., Annex, Mantorville, MN.</i>
<i>April 17, 2015 – Dodge/Steele Community Board of Health Meeting, 8:00 A.M., Steele County Public Health Conference Room, Owatonna, MN.</i>
<i>April 20, 2015 – Government Services Building Construction Progress Meeting, 2:00 P.M., Bemke Construction Trailer, Mantorville, MN.</i>
<i>April 21, 2015 – Fairview Care Center Meeting, 9:00 A.M., Dodge Center, MN.</i>
<i>April 21, 2015 – Government Services Building tour for County Board after Fairview Care Center meeting.</i>
<i>April 21, 2015 – Extension Workshop, 7:00 P.M., Annex, Mantorville, MN.</i>
<i>April 27, 2015 – Community Corrections Task Force Meeting, 12:00 P.M., Annex, Mantorville, MN.</i>
<i>April 30, 2015 – Open Book Meetings, 6:00 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

DODGE COUNTY BOARD OF COMMISSIONERS MEETING

APRIL 14, 2015 – 10:50 A.M.

DEFERRED BUSINESS	
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.	

4/2/2015

City Mantorville
 Date 3/1/2015 thru 3/31/2015

<u>Agency</u>	<u>Incident Nr</u>	<u>Location</u>	<u>LocCity</u>	<u>Activity</u>
TRN	201500000010	505 West St	Mantorville	Barking Dog
S	201500002404	320 Main St N	Mantorville	Suspicious Activity
S	201500002439	320 Main St N	Mantorville	Suspicious Activity
S	201500002337	507 Chestnut St	Mantorville	Animal Comp
S	201500002327	417 Chestnut St	Mantorville	Violate Drug Court Rules
S	201500002363	43 Leprechaun Ln	Mantorville	Fraud
S	201500002518	321 Main St N	Mantorville	Juvenile Complaint
S	201500002283	600 Washington St	MANTORVILLE	9-1-1 Hang Up Call
S	201500002489	22 6th St E	Mantorville	9-1-1 Hang Up Call
S	201500002353	321 5th St W	Mantorville	Ambulance Run
S	201500002435	702 Chestnut St	Mantorville	Ambulance Run
S	201500002442	421 Walnut St	Mantorville	Ambulance Run
S	201500002379	22 6th St E	Mantorville	Paper Service
S	201500002237	22 6th St E	Mantorville	Probation Check
S	201500002424	22 6th St E	Mantorville	Probation Check
S	201500002370	22 6th St E	Mantorville	Dar/revoked DI
S	201500001586	22 6th St E	Mantorville	Probation Check
S	201500001927	402 Main St N	Mantorville	Found Animals
S	201500002070	600 Washington St	Mantorville	City Ord. Violation
S	201500001893	820 Hickory Ln	Mantorville	Other Driving Complai
S	201500002203	620 Washington St	Mantorville	Other Driving Complai
S	201500001899	507 Chestnut St	Mantorville	Ambulance Run
S	201500001823	22 6th St E	Mantorville	9-1-1 Hang Up Call
S	201500001693	1002 Main St N	Mantorville	Paper Service
S	201500001664	22 6th St E	Mantorville	Appreh/detention Orde
S	201500001745	22 6th St E	Mantorville	Narcotics
S	201500001831	320 Main St N	Mantorville	Traffic
S	201500002122	22 6th St E	Mantorville	Appreh/detention Orde
S	201500002140	22 6th St E	Mantorville	Appreh/detention Orde
S	201500001715	320 Main St N	Mantorville	Miscellaneous
S	201500002016	101 5th St E	Mantorville	Miscellaneous
S	201500002087	919 Chestnut St	Mantorville	Miscellaneous
S	201500001663	920 Main St N	Mantorville	Missing Person
S	201500001666	22 6th St E	Mantorville	Violate/cond-release
S	201500001740	22 6th St E	Mantorville	Violate/cond-release
S	201500001894	22 6th St E	Mantorville	Order
S	201500001939	22 6th St E	Mantorville	Violate/cond-release
S	201500002045	127 State Hwy 57	Mantorville	Order
S	201500002051	127 State Hwy 57	Mantorville	Order
S	201500002111	22 6th St E	Mantorville	Violate/cond-release
S	201500002193	22 6th St E	Mantorville	Violate/cond-release
S	201500001861	820 Hickory Ln	Mantorville	Criminal Dam. To Prop
S	201500001940	402 Mantor Dr	Mantorville	Lost Animals
S	201500002191	1010 Walnut St	Mantorville	Motorist Assist
K	201500000754	1010 Walnut St	Mantorville	Assist Other Agency
S	201500002214	905 7th St W	Mantorville	Assist Other Agency

Total

46

Emerald Ash Borer is Near....How Do We Prepare?

Tuesday, April 21, 2015: 7:00 – 9:00 PM
Dodge County Courthouse,
Lower Level (enter main door) follow signs
Mantorville, Minnesota

- **Emerald Ash Borer (EAB)** is nearing Dodge County! Have you heard about emerald ash borer (EAB) and wondered what you should do? Learn about EAB, what to look for, replanting options and proper planting techniques.
- **Bonus topic #1 -- Wild parsnip**, is an invasive species found commonly in ditches throughout Dodge County that can cause skin blistering and discoloration. Identification and techniques for control will be discussed.
- **Bonus topic #2 -- Attracting monarch butterflies and other pollinators** to your yard.

This program is hosted by the Dodge County Extension Committee with grant funding from the US Farm Bill and the Minnesota Department of Agriculture. Angela Gupta, University of Minnesota Extension Educator, Forestry is the guest speaker.

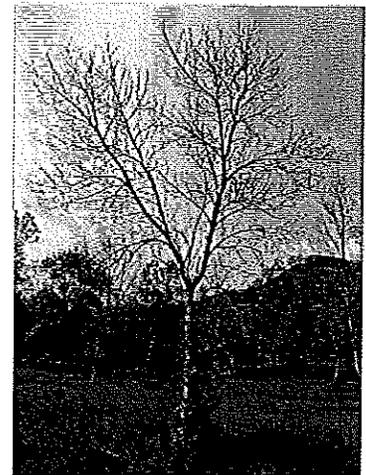
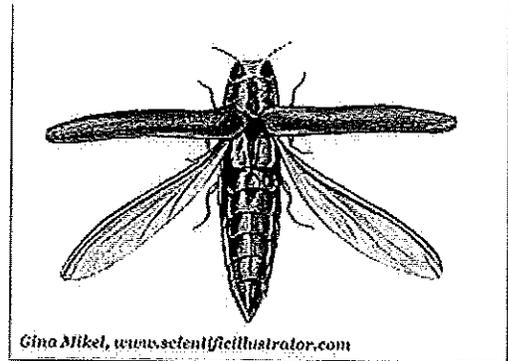


Photo by Jon Osthus, MDA 1

 UNIVERSITY OF MINNESOTA
EXTENSION

University of Minnesota Forestry
<http://www.myminnesotawoods.umn.edu/>



Annual Conference
Wednesday
April 29, 2015
Events by Saker - Kasson
 401 8th St SE, Kasson, MN 55944
 Directions at this link:
<http://www.yellowpages.com/listings/462082569/directions>

The SEMLM Community Partners Marketplace is open for networking throughout the day.

- 9:30 am Check-in time, Marketplace visits
- 10:00 **Sharing Services Across Jurisdictions**, Gary Weiers, David Drown Associates
- 10:40 **Getting the most out of Public Involvement Efforts**, Angie Bersaw, Bolton & Menk, Inc.
- 11:20 **Designing Sustainable and Inclusive Splashpads**, Ron Romens, Commercial Recreation Specialists
- Noon Lunch on site, register below on this sheet, Marketplace visits
- 1:00 **All About Roundabouts**, Tom Fidler and Joe Palen, Stantec
- 1:40 **MPCA Renovation and Demolition Rule**, Erik Sundbo, Wenck Assoc.
- 2:20 **GASB 68: Accounting and Financial Reporting for Pensions**, Jason Boynton, Dan Macintosh, Smith Schafer
- 3:00 **Pavement Maintenance: Keeping the Water Out**, Kurt Nelson, Unique Paving Materials
- 3:40 **Project Funding Solutions**, George Tourville & Dan Ehrke, SEH
- 4:20 **Regional Transportation Collaboration**, Craig Britton, Widseth Smith Nolting
- 5:00 **Land Use/Planning Implications for Micro-Breweries/Tap Rooms**, Molly Patterson-Lundgren, WSB Associates
- 5:30 **Marketplace visits, Cash Bar**

- 6:00 – 8:30 **SEMLM evening event. See other registration sheet to register for evening dinner meeting featuring**
Journey 2 Growth – Heather Holmes, Rochester Area Economic Development, Inc.
SE MN Together – Natalie Siderius and Sheila Kiscaden, Consultants Collaborative
Regional Marketing Campaign – Chris Giesen, Community and Economic Development Assoc.

Registrations Due Monday, April 27

Send to: Linda Rappe, MMC, City Clerk
 City of Kasson, 401 5th St SE
 Kasson, MN 55944
 (507) 634-6324 cityclerk@cityofkasson.com

Registration from City of _____ Contact Person: _____

Phone: _____ E-mail: _____

Number for lunch/afternoon snacks _____ x \$20 = \$ _____ ***Make checks payable to "City of Kasson"***
 (includes registration for all daytime sessions until 6:00)

Names of attendees:

_____	_____
_____	_____
_____	_____
_____	_____

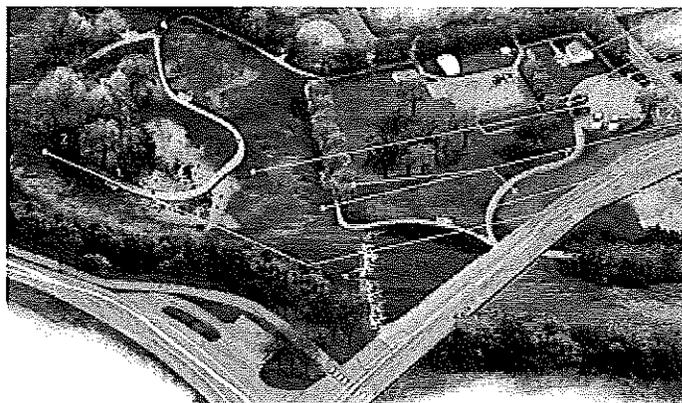
Riverside Park Community Planning Session

Tuesday, April 14, 7:00 p.m.

Mantorville Council Chambers

Would you like to have a hand in planning the future for Riverside Park?

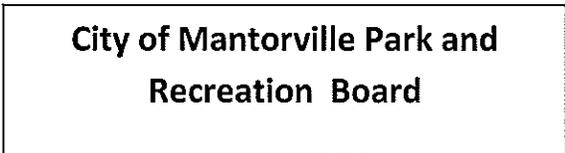
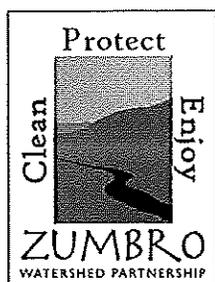
Participants will have a chance to look at current park maps, brainstorm ways to make the park even better for residents, and help plan the future of the park. After compiling comments from residents, Zumbro Watershed Partnership's Kevin Strauss will send the feedback to staff at the University of Minnesota Center for Changing Landscapes, who will develop drawings of proposed park improvements. Residents will have a chance to weigh in on proposed improvements at a second meeting in May or June.

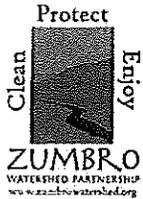


Any final long-term plan for the park will also need approval from the Mantorville Park and Recreation Board and the Mantorville City Council.

Once a city-approved Riverside Park Plan is in place, ZWP and its project partners will use funding from a pending LCCMR grant to fund portions of the plan.

Media Contact: Zumbro Watershed Partnership Education Coordinator Strauss at 507-993-3411 or at education@zumbrowatershed.org.





Zumbro Watershed Partnership
1485 Industrial Drive NW
Rochester, MN 55901
507-280-2850
www.zumbrowatershed.org

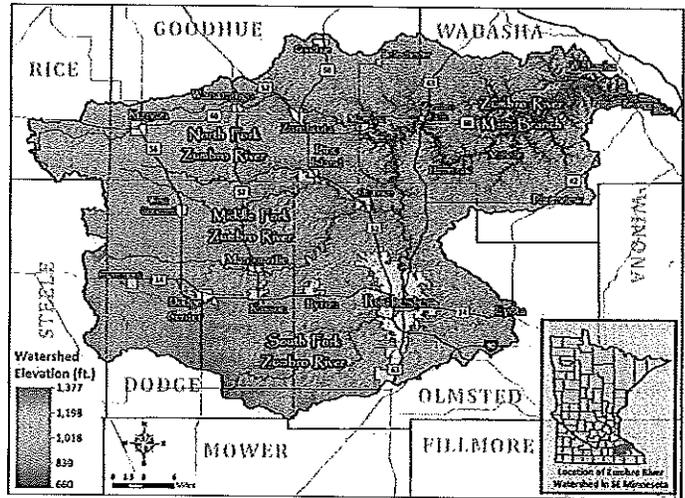
Dear Mantorville City Council,

The Zumbro Watershed Partnership is a member-supported, nonprofit organization that works for "Cleaner Water and Fewer Floods" in Southeast Minnesota. Our board of directors includes elected citizen members as well as appointed county commissioners and county Soil and Water Conservation District supervisors from each county in the Zumbro Watershed (see map).

Recent ZWP Projects

1. Watershed Signs Project

Posted 126 Bridge Signs and 12 Education Signs in the Watershed to educate the public about the rivers and streams in our region and how human activity is leading to river pollution and increased flooding



2. Identifying Priority Conservation Site

Since only **20 percent** of the acres in the watershed could be supplying up to **80 percent of the erosion** and sediment pollution in the region, this project mapped parts of the watershed most likely to have severe erosion problems, so county SWCD staff could give these sites more priority.

3. SELCO Library Water Programs

ZWP's Library Water Programs reach hundreds of children and adults each year, teaching them how to enjoy and protect our rivers and lakes. We've performed several at the Kasson Public Library each year.

4. Surface Water Monitoring

Staff and volunteers collect river water samples to help researchers identify healthy and unhealthy portions of the river, and what we need to do to keep the river cleaner and safer.

We look forward to working with the Mantorville City Council and Mantorville Park and Recreation Board on the Riverside Park Project.

Who is the Zumbro Watershed Partnership (ZWP)?

ZWP is a citizen-based nonprofit organization dedicated to promoting "Healthy Rivers, Healthy Families, and Healthy Communities" in the Zumbro Watershed region.

What Do We Do?

ZWP conducts conservation education and on-the-ground projects to improve the health of the Zumbro River. Since our establishment in 2005 we have:

- Secured state grants that will:
 - (1) identify key sources of river sedimentation and (2) seal unused wells to protect drinking water supplies
- Presented water education programs and hosted public meetings for community and school groups across the watershed
- Monitored water quality at 12 stream sites along the Zumbro
- Executed several demonstration projects including a tile bio-filter in Dodge County, a stream bank restoration in Goodhue County and a rain garden at Quarry Hill Nature Center in Olmsted County
- Educated farmers about the importance of planting grass buffer strips along rivers



Clean Water Resources

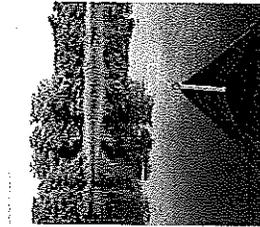
MIN Department of Natural Resources
(river recreation and modification issues)
www.dnr.state.mn.us/water

MIN Pollution Control Agency
(become a citizen stream monitor, info on pollution prevention and our watershed health)
www.pca.state.mn.us

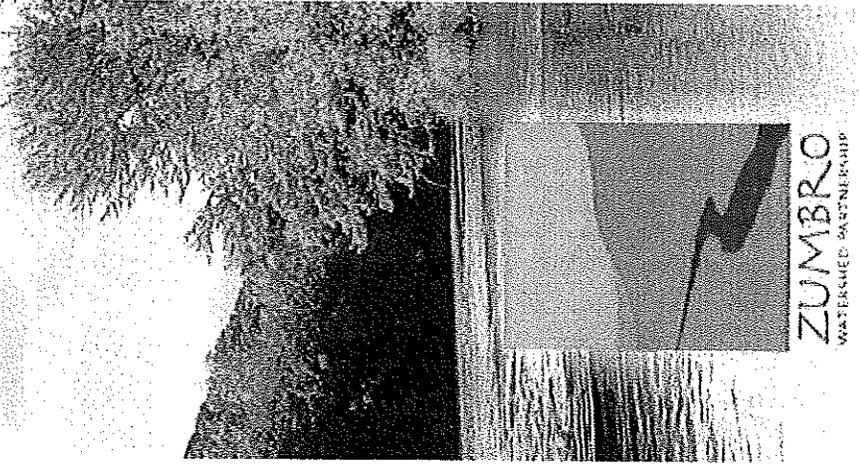
City of Rochester StormWater Management
(storm water and river issues in Rochester)
www.rochesterstormwater.com

MIN Department of Agriculture
(farm conservation resources)
www.mda.state.mn.us/protecting

Soil and Water Conservation Districts
(technical support and cost-share funding for farmers; rural water and soil conservation planning and projects)
www.maswcd.org/



For Cleaner Water & Fewer Floods...



www.zumbrowatershed.org

What is a Watershed?

A watershed is the area of land that drains to a particular body of water.

Land use decisions have a big impact on the amount of water and the cleanliness of streams, rivers, and lakes in a watershed.



What is the Zumbro Watershed?

The Zumbro Watershed encompasses more than 900,000 acres of agricultural and urban lands that drain through the three forks of the Zumbro River. The watershed includes parts of Olmsted, Dodge, Goodhue, Rice, Wabasha and Steele Counties, as well as the rapidly growing City of Rochester.

The Zumbro Watershed is home to more than 150,000 people who live, work and play within its boundary.

Zumbro Watershed History

When Europeans settled southeastern Minnesota in the 1800s, they turned the prairie and wetlands into cropland and pasture and built cities along the Zumbro.

Starting in the mid-1900s both cities and farmers used improved technology to drain wetlands and rain water off of the land quickly. Unfortunately, this additional drainage has created erosion, pollution, and flooding problems.

Support our Mission: Become a Member of the Zumbro Watershed Partnership

To become a member, simply fill out this form, and send it in along with your membership dues and/or donation.

Yes! I want to be a partner, "To Protect and Improve the Zumbro Watershed". Enclosed is my gift of:

	Price
<input type="checkbox"/> Friend	\$35.00
<input type="checkbox"/> Guide (Family Membership)	\$60.00
<input type="checkbox"/> Navigator (Business Membership)	\$100.00
<input type="checkbox"/> Guardian	\$250.00
<input type="checkbox"/> Protector	\$500.00
<input type="checkbox"/> Steward	\$1000.00
<input type="checkbox"/> Benefactor (Lifetime Membership)	\$5000.00

Cut here

Total: _____

Name _____

Address _____

County _____

Phone _____

Email address _____

How did you hear about the ZWP? _____

Mail to: Zumbro Watershed Partnership, Inc.
1485 Industrial Dr. NW, Room 102
Rochester, MN 55901

Thank-you! All members and donors receive information about events and issues, and have voting privileges at the annual ZWP meeting held every March

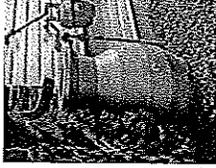
We need volunteers to help fulfill the mission of the Partnership!

Yes, I would like to volunteer! Let me know how I can help.

Simple Things You Can Do To Help Clean Up the Zumbro

1. Invite ZWP To Visit Your Group
ZWP presents a wide range of water education programs and workshops for adult community groups, government agencies, and youth. For details visit our website at www.zumbrowatershed.org.

2. Install a Rain Barrel or Rain Garden
Rain barrels store rain water from your roof for use in your garden. Rain gardens absorb runoff using water-loving, long-rooted plants. Both rain barrels and rain gardens reduce runoff that can pollute rivers and lead to flooding. ZWP sells rain barrels at a discount price each spring.

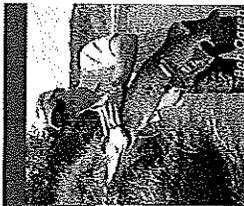
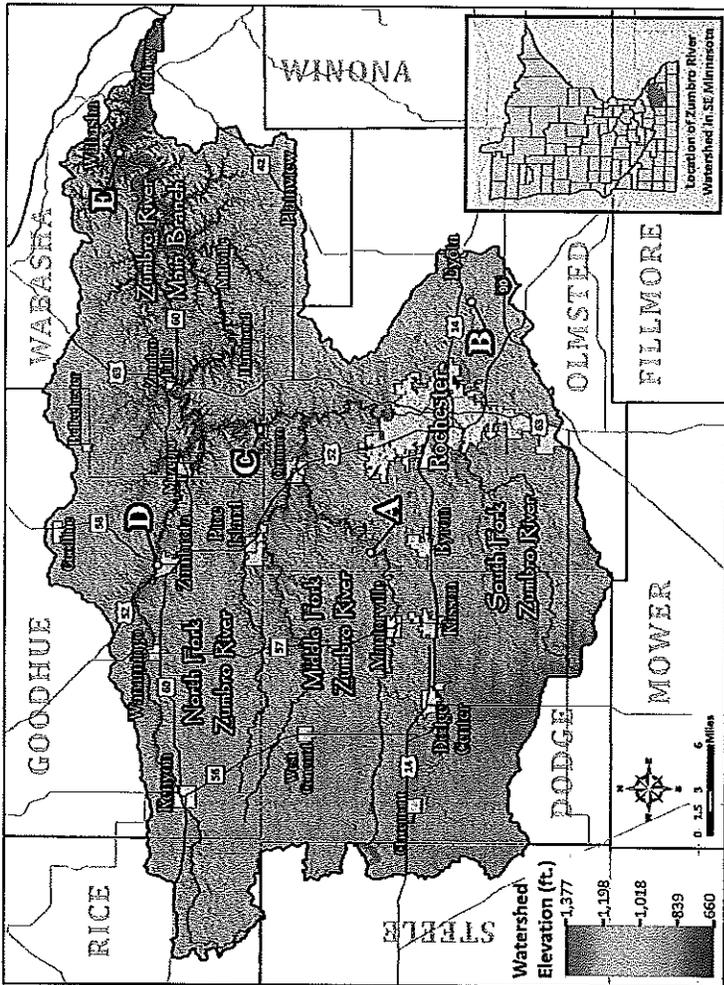


3. Prevent River Pollution

Prevent pet waste, litter and excess fertilizer from washing into storm sewers, which flow into rivers. These pollutants dirty the Zumbro River and can harm fish and other wildlife.

4. Use Conservation Land Practices

In rural areas, build ponds, terraces, controlled drainage, or other conservation practices to slow runoff and keep more water on the land.



Outdoor Adventures Along the Zumbro River

(see watershed map for locations)

- A. **Oxbow County Park, Zollman Zoo**
Camp, picnic, hike, live animal exhibits, nature center, view restored prairie
 - B. **Chester Woods County Park**
Camp, picnic, swim, canoe
 - C. **Lake Zumbro Recreation Area**
Boat, fish, camp
 - D. **Covered Bridge Park**
Picnic, river camp, bike, swim, kids play area, historic bridge
 - E. **Zumbro Bottoms Forestry Unit**
Camp, hike, horseback ride
- Zumbro River Canoe Trail**
Multiple launch sites

March 6, 2015

PUBLIC HEARING NOTICE

Notice is hereby given that the Mantorville City Council will hold a public hearing on Monday, March 23, 2015 starting at 6:30 pm in the City Council Chambers to consider the following zoning requests:

- An application for a variance from Section 152.055 (A) of the Mantorville City Code to allow access to lots under the required 2 feet below the regulatory flood protection elevation.

The RFPE for the two lots is 1119.3. Per City Code, access to the lots cannot be lower than 1117.3. Currently there is no location on either lots that will allow for access.

- An application for a variance from Section 152.052 (A) of the Mantorville City Code to allow a less restrictive requirement of the extension of fill beyond the outside limits of the proposed structures on the north side.

The requirement for City Code is that the finished fill elevation extend out 15' beyond the entire structure. The current request is to allow a 4' finished fill elevation on the north side of the lot. The applicant is proposing a retaining wall along the north side of the property adjacent to the proposed structures.

The applicant is Davidsons Development, LLC, owner David Dripps and the properties are described as follows: Lot1, Block 14, Original Plat of the City of Mantorville and the South four feet of Lot 9 and all of Lot 10, Block 14, Original Plat, City of Mantorville, Dodge County, Minnesota.

All interested persons should attend. If you are unable to attend the hearing, written comments may be submitted to the City prior to the hearing.

Published this 11th day of March, 2015.

Camille C. Reber
City Clerk Treasurer

MINNESOTA DEPARTMENT OF NATURAL RESOURCES

Division of Ecological and Water Resources (EWR)
50507 Sakatah Lake State Park Road • Waterville, MN 56096 • 507/362-8778
daniel.girolamo@state.mn.us



March 20, 2015

Ms. Camille C. Reber
City Clerk Treasurer - City of Mantorville
21 5th Street East, P.O. Box 188
Mantorville, MN 55955

Re: Davidson Development, LLC application for variances – Lots 1, 9 and 10, Block 14 – Original Plat, City of Mantorville, Dodge County, Minnesota

Dear Ms. Reber:

Thank you for the opportunity to comment on the subject applications for variance.

First, an application for variance from Section 152.055 (A) to allow access to lots not meeting the required 2 foot separation from the Regulatory Flood Protections Elevations (RFPE) causes concern. This concern is alleviated if the City has an Emergency Management Plan in place to protect the public during emergency situations. The City should be able to provide sufficient warning to citizens when an emergency situation is eminent.

The second application for variance from Section 152.052 (A) is for a 4 foot finished fill elevation extension instead of the required 15 foot extension. This proposal limits the minimum width for fill extension needed for emergency access and foundation protection. The City should verify that emergency access is provided along at least one side of the structure(s) during emergency flood events. The City should also determine if the 4 foot fill extension will adequately protect the building foundation(s) during significant flood events.

In conclusion, based on the documents submitted for review, it appears the applicant has proposed a development that is consistent with the City's Floodplain Ordinance. The City is encouraged to consider adopting a "no net loss of storage in the floodplain" policy during future ordinance revisions.

Sincerely,

A handwritten signature in black ink, appearing to read "Dan Girolamo", is written over a light blue horizontal line.

Dan Girolamo
Area Hydrologist

Ec: Todd Kolander, District Supervisor, EWR DNR
Tim Hruska, WHKS

RESOLUTION 2015-05

**A RESOLUTION GRANTING VARIANCES FOR THE PROPERTY LOCATED
ALONG 4TH STREET WEST, MANTORVILLE MN
LOT 1, BLOCK 14, ORIGINAL PLAT (PID # 25.100.1180)**

WHEREAS, Davidsons Developments LLC (the “Applicant”) is the fee owner of the property located along 4th Street West, Mantorville, MN with the following legal description:

Lot 1, Block 14, Original Plat, County of Dodge, State of Minnesota (the “Property”);
and

WHEREAS, the Property is located in the Commercial Zoning District, Historic District and the Flood Fringe District; and

WHEREAS, the Applicant proposes to construct a commercial building on the Property;
and

WHEREAS, pursuant to Section 152.055 of the City Code, all new principal structures in the Flood Fringe District must have vehicular access at or above an elevation not more than two feet below the regulatory flood protection elevation; and

WHEREAS, the Applicant has requested a variance that will allow for vehicular access to the Property at an elevation of four feet below the regulatory flood protection elevation; and

WHEREAS, pursuant to Section 152.052 (A) of the City Code, the finished fill for structures in the Flood Fringe District must extend at such elevation at least 15 feet beyond the outside limits of the structure erected thereon; and

WHEREAS, the Applicant has requested a variance that will allow the finished fill for the building on the North end of the Property to extend at an elevation of four feet beyond the outside limits of the building; and

WHEREAS, the Board of Adjustment held a public hearing as required for the variances per Section 152.103 (D) of the City Code on March 23, 2015, at which time it heard from those wishing to speak on the variances and reviewed any written testimony or information provided to the City regarding this matter; and

WHEREAS, the Commissioner of the Department of Natural Resources was provided with a copy of the application for the variances 10 days prior to the hearing; and

WHEREAS, the City received comments on the application from the Department of Natural Resources and findings and conditions of approval of the variances have been included in this Resolution that address these comments; and

WHEREAS, the Board of Adjustment hereby finds and determines the following:

- (a) **The variances are in harmony with the purposes and intent of the City's zoning regulations.** The proposed building on the Property is a commercial building for retail, office and storage use. The Property is located within the City's Commercial Zoning District where this type of use is a permitted use.
- (b) **The variances are consistent with the City's comprehensive plan.** The City's comprehensive plan encourages business growth and these variances would allow for the construction of a commercial building on the Property, providing for business growth. Additionally, the Property is not located in an area that has been identified in the comprehensive plan as an area of high risk or of high ecological value where development should be avoided or carefully planned.
- (c) **There are circumstances unique to the Property due to its location and its size.** Due to its location, the Property does not have access to any public street unless a variance to allow vehicular access at a lower elevation than what is allowed by the City's flood regulations is granted. Due to its short length, the Property is not long enough to allow for finished fill for the building on the Property to extend at least 15 feet beyond the outside limits of the structure. The Applicant has demonstrated that no feasible alternatives exist that would not require a variance with respect to both of these items.
- (d) **The granting of the variances will maintain and not alter the essential character of the locality.** The proposed building is a commercial building that will be located in the Commercial Zoning District among other commercial buildings. Therefore, it will not be out of place or scale or be otherwise inconsistent with the surrounding area.
- (e) **The proposal puts the Property to use in a reasonable manner because the requests are not substantial in relation to the applicants.** With respect to the vehicular access, the standard requires an elevation not more than two feet below the regulatory flood protection elevation. In this case, the Applicant is requesting vehicular access at an elevation of four feet below the regulatory flood protection elevation, which is only a difference of two feet of what is required by the City Code. With respect to the finished fill requirement, the City Code requires finished fill to extend at least 15 feet beyond the outside limits of the structure. The finished fill for the North side of the Property, in this case, will extend four feet beyond the outside limits of the structure.
- (f) Based on the above, there exist exceptional circumstances, the strict enforcement of which would cause undue hardship and strict conformity would be unreasonable, impractical and not feasible under the circumstances.
- (g) Based on the above, the variances are consistent with the general purpose of the City's floodplain standards and the intent of applicable state and national laws and programs.

- (h) There will be no increase in flood levels during the base flood discharge.
- (i) The granting of the variances will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public or conflict with other existing local laws or ordinances. Additionally, the City has an Emergency Management Plan in place to protect the public during emergency situations. Through the use of this Plan, the City is able to provide sufficient warning to citizens when an emergency situation, such as a flood, is imminent.
- (j) Considering the flood hazard, the variances are the minimum necessary to afford relief.
- (k) Currently there is no access to the Property, including emergency access. The variance to allow vehicular access to the Property at a lower elevation than what is required by the City's regulations will now allow there to be emergency access to the Property.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF ADJUSTMENT OF THE CITY OF MANTORVILLE, MINNESOTA, AS FOLLOWS:

1. The recitals set forth in this Resolution are incorporated into and made a part of this Resolution.

2. The Board of Adjustment hereby grants the variances for the Property to allow for vehicular access to the Property at an elevation of four feet below the regulatory flood protection elevation and the finished fill for the building on the North side of the Property to extend at an elevation at least four feet beyond the outside limits of the building, subject to the following conditions:

- (a) The Applicant shall obtain all other permits as may be required, including obtaining a building permit for the building;
- (b) This variance shall be rendered null and void in the event of failure to construct the building on the Property and obtain a certificate of occupancy for it by November 1, 2016;
- (c) The Applicant shall comply with all applicable federal, state and local laws, rules, and ordinances, including all other applicable requirements in the City's floodplain management regulations;
- (d) The Applicant shall sufficiently protect the north side fill extension and the foundation of the building from damage caused by flooding with a stone, concrete or steel retaining wall or other City-approved method. This is needed in order to

ensure that the shortened fill extension will adequately protect the building foundation during significant flood events;

- (e) The Applicant is solely responsible for determining the accurate location of the property lines to confirm that the building is in compliance with all applicable setbacks;
- (f) The Applicant must adhere to, and remain in compliance with, the requirements of this Resolution, applicable performance standards and such other requirements as may apply;
- (g) All conditions of these variances must be complied with, shall run with the land, and shall not in any way be affected by the subsequent sale, lease or other change from current ownership of the Property; and
- (h) This Resolution is subject to the condition that all representations, written and oral, made by the Applicant and its agents and representatives to the City contained in and concerning the Applicant's application for the variances must have been true, complete, and accurate at the time they were made, and that they remain true and accurate for the duration of the variances.

3. The Mayor and City Clerk Treasurer of the City are hereby authorized and directed to take all appropriate actions and to execute all appropriate documents to facilitate the approvals referenced and contemplated herein, with all such actions to be in accordance with the terms and conditions set forth in this Resolution.

4. The Mayor and City Clerk Treasurer, staff and consultants are hereby authorized and directed to take any and all additional steps and actions necessary or convenient in order to accomplish the intent of this Resolution.

5. The City Clerk Treasurer is hereby authorized and directed to record this variance resolution in the office of the County Recorder/Registrar of Titles.

Adopted by the Mantorville Board of Adjustment this 13th day of April, 2015.

Mayor Chuck Bradford

Attest: City Clerk Treasurer, Camille C. Reber

March 6, 2015

PUBLIC HEARING NOTICE

Notice is hereby given that the Mantorville City Council will hold a public hearing on Monday, March 23, 2015 starting at 6:30 pm in the City Council Chambers to consider the following zoning requests:

- An application for a variance from Section 152.055 (A) of the Mantorville City Code to allow access to lots under the required 2 feet below the regulatory flood protection elevation.

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- An application for a variance from Section 152.052 (A) of the Mantorville City Code to allow a less restrictive requirement of the extension of fill beyond the outside limits of the proposed structures on the north side.

The requirement for City Code is that the finished fill elevation extend out 15' beyond the entire structure. The current request is to allow a 4' finished fill elevation on the north side of the lot. The applicant is proposing a retaining wall along the north side of the property adjacent to the proposed structures.

The applicant is Davidsons Development, LLC, owner David Dripps and the properties are described as follows: Lot1, Block 14, Original Plat of the City of Mantorville and the South four feet of Lot 9 and all of Lot 10, Block 14, Original Plat, City of Mantorville, Dodge County, Minnesota.

All interested persons should attend. If you are unable to attend the hearing, written comments may be submitted to the City prior to the hearing.

Published this 11th day of March, 2015.

Camille C. Reber
City Clerk Treasurer

MINNESOTA DEPARTMENT OF NATURAL RESOURCES

Division of Ecological and Water Resources (EWR)
50507 Sakatah Lake State Park Road • Waterville, MN 56096 • 507/362-8778
daniel.girolamo@state.mn.us



March 20, 2015

Ms. Camille C. Reber
City Clerk Treasurer - City of Mantorville
21 5th Street East, P.O. Box 188
Mantorville, MN 55955

Re: Davidson Development, LLC application for variances -- Lots 1, 9 and 10, Block 14 -- Original Plat, City of Mantorville, Dodge County, Minnesota

Dear Ms. Reber:

Thank you for the opportunity to comment on the subject applications for variance.

First, an application for variance from Section 152.055 (A) to allow access to lots not meeting the required 2 foot separation from the Regulatory Flood Protections Elevations (RFPE) causes concern. This concern is alleviated if the City has an Emergency Management Plan in place to protect the public during emergency situations. The City should be able to provide sufficient warning to citizens when an emergency situation is eminent.

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In conclusion, based on the documents submitted for review, it appears the applicant has proposed a development that is consistent with the City's Floodplain Ordinance. The City is encouraged to consider adopting a "no net loss of storage in the floodplain" policy during future ordinance revisions.

Sincerely,

A handwritten signature in black ink, appearing to read "Dan Girolamo", is written over a light blue horizontal line.

Dan Girolamo
Area Hydrologist

Ec: Todd Kolander, District Supervisor, EWR DNR
Tim Hruska, WHKS

RESOLUTION 2015-06

**A RESOLUTION GRANTING VARIANCES FOR THE
PROPERTY LOCATED ALONG 4TH STREET WEST, MANTORVILLE MN
THE SOUTH FOUR FEET OF LOT 9 AND
ALL OF LOT 10, BLOCK 14, ORIGINAL PLAT (PID # 25.100.1400)**

WHEREAS, Davidsons Developments LLC (the “Applicant”) is the fee owner of the property located along 4th Street West, Mantorville, MN with the following legal description:

The South 4 feet of Lot 9 and all of Lot 10, Block 14, Original Plat, County of Dodge, State of Minnesota (the “Property”); and

WHEREAS, the Property is located in the Commercial Zoning District, Historic District and the Flood Fringe District; and

WHEREAS, the Applicant proposes to construct a commercial building on the Property; and

WHEREAS, pursuant to Section 152.055 of the City Code, all new principal structures in the Flood Fringe District must have vehicular access at or above an elevation not more than two feet below the regulatory flood protection elevation; and

WHEREAS, the Applicant has requested a variance that will allow for vehicular access to the Property at an elevation of four feet below the regulatory flood protection elevation; and

WHEREAS, pursuant to Section 152.052 (A) of the City Code, the finished fill for structures in the Flood Fringe District must extend at such elevation at least 15 feet beyond the outside limits of the structure erected thereon; and

WHEREAS, the Applicant has requested a variance that will allow the finished fill for the building on the North end of the Property to extend at an elevation of four feet beyond the outside limits of the building; and

WHEREAS, the Board of Adjustment held a public hearing as required for the variances per Section 152.103 (D) of the City Code on March 23, 2015, at which time it heard from those wishing to speak on the variances and reviewed any written testimony or information provided to the City regarding this matter; and

WHEREAS, the Commissioner of the Department of Natural Resources was provided with a copy of the application for the variances 10 days prior to the hearing; and

WHEREAS, the City received comments on the application from the Department of Natural Resources and findings and conditions of approval of the variances have been included in this Resolution that address these comments; and

WHEREAS, the Board of Adjustment hereby finds and determines the following:

- (a) **The variances are in harmony with the purposes and intent of the City's zoning regulations.** The proposed building on the Property is a commercial building for retail, office and storage use. The Property is located within the City's Commercial Zoning District where this type of use is a permitted use.
- (b) **The variances are consistent with the City's comprehensive plan.** The City's comprehensive plan encourages business growth and these variances would allow for the construction of a commercial building on the Property, providing for business growth. Additionally, the Property is not located in an area that has been identified in the comprehensive plan as an area of high risk or of high ecological value where development should be avoided or carefully planned.
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- (f) Based on the above, there exist exceptional circumstances, the strict enforcement of which would cause undue hardship and strict conformity would be unreasonable, impractical and not feasible under the circumstances.

- (g) Based on the above, the variances are consistent with the general purpose of the City's floodplain standards and the intent of applicable state and national laws and programs.
- (h) There will be no increase in flood levels during the base flood discharge.
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- (j) Considering the flood hazard, the variances are the minimum necessary to afford relief.
- (k) Currently there is no access to the Property, including emergency access. The variance to allow vehicular access to the Property at a lower elevation than what is required by the City's regulations will now allow there to be emergency access to the Property.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF ADJUSTMENT OF THE CITY OF MANTORVILLE, MINNESOTA, AS FOLLOWS:

1. The recitals set forth in this Resolution are incorporated into and made a part of this Resolution.

2. The Board of Adjustment hereby grants the variances for the Property to allow for vehicular access to the Property at an elevation of four feet below the regulatory flood protection elevation and the finished fill for the building on the North side of the Property to extend at an elevation four feet beyond the outside limits of the building, subject to the following conditions:

- (a) The Applicant shall obtain all other permits as may be required, including obtaining a building permit for the building;
- (b) This variance shall be rendered null and void in the event of failure to construct the building on the Property and obtain a certificate of occupancy for it by _____;
- (c) The Applicant shall comply with all applicable federal, state and local laws, rules, and ordinances, including all other applicable requirements in the City's floodplain management regulations;
- (d) The Applicant shall sufficiently protect the north side fill extension and the foundation of the building from damage caused by flooding with a stone, concrete

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- (h) This Resolution is subject to the condition that all representations, written and oral, made by the Applicant and its agents and representatives to the City contained in and concerning the Applicant's application for the variances must have been true, complete, and accurate at the time they were made, and that they remain true and accurate for the duration of the variances.

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Adopted by the Mantorville Board of Adjustment this 13th day of April, 2015.

Mayor Chuck Bradford

Attest: City Clerk Treasurer, Camille C. Reber

Memo

To: Mayor and Council
From: Cami Reber
Date: April 10, 2015
Re: City Emergency Plan

Background

The City Emergency Plan was first approved in March of 2011. The plan outlines the purpose and responsibilities in times of various emergencies but it lacks details which need to be better defined. The State and County leave it up to the individual municipalities to better define certain areas of their plan such as when would we require an evacuation in the time of flooding.

Request

The request is for the City Council to authorize Staff and Departments to continue their work on the plan, make the needed updates and to better define how we will respond and what will be done in certain emergencies. The County Emergency Management Director should also be involved in the review of the updated draft. The City Council should also set a time for when they would like to see these draft changes.

Memo

To: Mayor and Council
From: Cami Reber
Date: April 10, 2015
Re: Zoning Code Amendment – Accessory Structures

Background

The City's Zoning Code, as it relates to accessory structures, limits the size of detached accessory structures at 900 sq. ft. without a variance. The amount of green space allowed to be covered by structures on a lot cannot exceed 25% in the R-1 District and 40% in the R-2 District. Minimum lot size requirements in the R-1 zone is 7,920 sq. ft.

Request

The request is to amend the City zoning code to allow for a larger accessory structure size allowance on lots that have larger square footage. If the City maintains its green space requirement, the allowance for structure size could be increased. Staff would like to bring back a draft amendment to the Zoning Code for the Council to consider. The City Attorney also suggested that the City Council review this in light of the number of variance requests it has received in the past few years.

§ 150.025 ACCESSORY BUILDINGS.

(A) *Permit requirements.* No accessory building shall be placed, erected or constructed on a lot where a permitted principal structure has not been constructed. No accessory building shall be constructed or erected which does not comply with the Minnesota State Building Code.

(B) *Size and flooring.* Accessory buildings 200 square feet or more shall require placement on a non-porous flooring such as concrete or bituminous. Accessory buildings not requiring non-porous flooring shall be secured by being tied or anchored to the ground. Accessory buildings 120 square feet or less shall not require a building permit but must still abide by all pertinent sections of the Minnesota State Building Code.

(C) *Attached.* An accessory building, including car ports and breezeways attached to the principal building on a lot, shall be made structurally a part thereof, shall be considered a part thereof and shall comply in all respects with the requirements of this chapter applicable to the principal building.

(D) *Detached.* Detached accessory buildings shall not exceed 900 square feet in total area. Any accessory building exceeding 900 square feet in total area will require a variance and be subject to approval or denial by the City Council. All detached accessory buildings shall be located in the side or rear yards. Accessory buildings shall maintain a side yard setback as required by the district regulations. No accessory building shall be placed closer than 6 feet from the rear lot line or 6 feet from the principal structure.

(E) *Residential.* Detached accessory buildings in the residential districts shall not exceed 1 story or 16 feet in height.

(F) *Location.* Accessory buildings in the Residential districts shall conform to the side yard setbacks in the district in which the property is located and shall be located no closer than 6 feet from the rear property line.

(Ord. 153, § 1.9, passed 3-24-2003) Penalty, see § 10.99

§ 150.026 RELOCATING STRUCTURES.

(A) No structure, except for accessory buildings less than 250 square feet and temporary construction sheds or temporary construction sheds or construction offices located on the lot for 6 months or less during a construction project, shall be raised or moved prior to obtaining a conditional use permit. An application for the permit shall indicate the origin and destination of the building, the route over which it is to be moved and shall state the time in which the moving of the building is to occur. The permit shall also indicate the location of the structure on the lot along with setback distances. No permit to move a building shall be issued unless and until the following conditions are fully complied with and approved by the City Council.

Mantorville - Land Usage

(15) Satellite dishes more than 36 inches in diameter.

(D) *Lot area, frontage, and setback regulations.*

(1) The following minimum requirements shall apply in the R-1 District:

	<i>Single-Family Detached</i>	<i>Single-Family Attached</i>	<i>Duplex</i>	<i>Other Uses</i>
Lot Width:				
at street line	45 feet	30 feet per unit	50 feet	100 feet
at building line	66 feet	40 feet per unit	80 feet	100 feet
Lot Area:	7,920 sq. feet 1105 x 48	4,000 sq. feet/unit	8,000/unit	16,000 sq. feet
Setbacks:				
front	25 feet	25 feet	25 feet	25 feet
side	5 feet	5 feet	5 feet	5 feet
rear	25 feet	25 feet	25 feet	45 feet

(2) All buildings, accessory buildings, parking areas, or other structures shall comply with the minimum setback outlined herein, except that no accessory buildings shall be located nearer than 6 feet from any side or rear lot line. There shall be a minimum clearance of 6 feet between any accessory building and the principal structure. Detached garages constructed with a vehicular entry door located in the garage wall adjacent to an alley, shall be a distance of at least 15 feet from the alley line.

(E) *Lots fronting more than 1 street.* Lots fronting more than 1 street shall maintain a yard on those streets conforming to the requirements for front yard setbacks, side yard setbacks shall be maintained from the remaining lot lines except when a lot line is adjacent to an alley from which rear yard setbacks shall be maintained.

(F) *Maximum lot coverage.* The percentage of lot area covered by a main building and accessory buildings shall not exceed 25% in the R-1 District.

(G) *Height regulations.* No structure, hereafter erected or altered, shall exceed 35 feet or 2½ stories in height, except as otherwise provided by this chapter.

(D) *Lot area, frontage, and setback regulations.* The following requirements shall apply in the R-2 District:

	<i>1 or 2 Families</i>	<i>3-6 Units</i>	<i>7-12 Units</i>	<i>13+ Units</i>	<i>Other Uses</i>
Lot Width:					
at street line	50 feet	70 feet	70 feet	70 feet	100 feet
at building line	80 feet	90 feet	100 feet	100 feet	100 feet
Lot Area:					
3-6 units	8,000 sq. feet plus 1,750 sq. feet per unit over 2				
7-12 units	15,000 sq. feet plus 1,500 sq. feet per unit over 6				
13+ units	24,000 sq. feet plus 1,250 sq. feet per unit over 12				
Setbacks:					
front	25 feet	25 feet	25 feet	25 feet	25 feet
side	6.5 feet	8 feet	8 feet	8 feet	12 feet
rear	25 feet	25 feet	25 feet	25 feet	45 feet

(E) *Lots fronting more than 1 street.* Lots fronting more than 1 street shall maintain a yard on those streets conforming to the requirements for front yard setbacks; side yard setbacks shall be maintained from the remaining lot lines except when a lot line is adjacent to an alley from which rear yard setbacks shall be maintained.

(F) *Maximum lot coverage.* Lot coverage shall not exceed 40% in the R-2 Districts.

(G) *Height regulations.*

(1) No structure, hereafter erected or altered, shall exceed 40 feet or 4 stories in height, except as otherwise provided by this chapter.

(2) Provided, however, public and semi-public buildings, churches, cathedrals, temples, hospitals, and schools may be erected to a height of 75 feet when set back from all lot lines not less than 1 foot for each 2 feet of building height over the height limit.

(Ord. 153, § 3.6, passed 3-24-2003) Penalty, see § 10.99

Memo

To: Mayor and Council
From: Cami Reber
Date: April 10, 2015
Re: Business Subsidy Policy

Background

The City Council approved and adopted the Tax Abatement Policy at the last Council Meeting. Upon researching for an application and fee for the public hearing, I found there is a lot more technical information that needs to go into this process. By law, the City needs to have a Business Subsidy Policy in place before it can grant certain tax abatements and other financial incentives. It is also a condition of the tax abatement policy that we just approved. Mike Bubany of David Drown Associates, the City Financial Consultant, is familiar with this process and is currently working on one for a neighboring City.

Request

The City Council should direct staff to work with Mike Bubany, at a fee not to exceed \$500, to draft a Business Subsidy Policy to present for approval. Staff should work with the EDA on the draft policy and their final recommendation will come to the City Council.