MANTORVILLE CITY COUNCIL MEETING AGENDA
MONDAY, APRIL 11, 2016
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 28, 2016
   b) Warrant List
   c) EDA Meeting Minutes March 2016
   d) Park Board Meeting Minutes February 2016
   e) March Sheriff's Department Call Report
   f) Notice of SEMLM Meeting April 27, 2016
   g) Notice from Mediacom
   h) Dodge County Notice of Zoning Amendment
   i) Dodge County Board of Commissioners Meeting Agenda
   j) Memo – Reappointment of Karl Huppler to EDA

5. Public Concerns

6. Public Hearing

7. Old Business/New Business
   a) Scott and Koreen Seim – Mantorville Saloon Events Request
   b) RFP City Insurance Agent
   c) WW Project Final Plans – Tim Hruska - WHKS
   d) Grading Plan Review, Davidson Developments – Tim Hruska - WHKS

8. TBD
   a) Public Works Report
   b) City Clerk Report
   c) Consultant Report
   d) Committee Report
      Chamber, EDA, Finance/Budget, Fire Department, Infrastructure, KM Joint Powers, MRA, Park Board, Personnel, Relief, Township
   e) Council Member Report
   f) Mayor Report

9. Executive Session

10. Adjourn

MANTORVILLE CITY COUNCIL MEETING MINUTES
MONDAY, MARCH 28, 2016
6:30 PM

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

   Members Present: Chuck Bradford, Henry Blair, Sherry Roth, Will Lambert and Don Hofstad

   Others Present: Gretta Becay, Bill Thompson, Scott Prins - DCSO and Cami Reber

2. **Pledge of Allegiance** - Done

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

4. **Consent Agenda** – Motion made by Member Blair, second by Member Lambert to approve the consent agenda as follows:
   a) City Council Meeting Minute's March 14, 2016
   b) Warrant List March 28, 2016

   Motion passed unanimously.

5. **Public Concerns** - none

6. **Public Hearing**
   a) **6:35 pm – Section 31.38 (F) and Section 150.111 - Variance Ordinance Amendment**
   Motion made by Member Blair, second by Member Roth to close the regular session and open the public hearing at 6:40 pm. Motion passed unanimously.

   No comments were received from the public. Council Members briefly discussed the amendment. Motion made by Member Blair, second by Member Lambert to close the public hearing and go back into regular session at 6:51 pm. Motion passed unanimously.

7. **Old Business/New Business**
   a) **Approval of AN ORDINANCE AMENDING SECTIONS 31.38 AND 150.111 OF THE MANTORVILLE CITY CODE RELATING TO VARIANCES IN THE CITY.**
   Motion made by Member Blair, second by Member Roth to approve AN ORDINANCE AMENDING SECTIONS 31.38 AND 150.111 OF THE MANTORVILLE CITY CODE RELATING TO VARIANCES IN THE CITY. Motion passed unanimously.

   b) **Approval of the Summary Publication for Variance Code Amendment**
   Motion made by Member Blair second by Member Lambert to approve the summary publication amending sections 31.38 and 150.111 of the Mantorville City Code as written. Motion passed unanimously.

   c) **Mantorville Saloon Event Request – Scott & Koreen Seim**
   Scott and Koreen were unavailable for the request. This will be added to the next agenda.

   d) **Bill Thompson – Dodge Soil and Water – Community Ed Class**
   Bill Thompson, Dodge SWCD Supervisor, introduced himself to the Council and talked about the Soil Board and who he represents. He wants to make sure the Council is aware of the Rain Gardens class they are sponsoring through the KM Community ED Class. He also handed out a map showing the Zumbro River Major Watershed Lobes.

e) **Resolution 2016-05 RESOLUTION OF APPLICATION TO THE MINNESOTA PUBLIC FACILITIES AUTHORITY.**
Motion made by Member Blair, second by Member Roth to approve Resolution 2016-05 A RESOLUTION OF APPLICATION TO THE MINNESOTA PUBLIC FACILITIES AUTHORITY. This is for the PFA funding for the WW project this year. Motion passed unanimously.

8. **TBD**
   a) **Public Works Report** – none
   b) **City Clerk Report** – none
   c) **Consultant Report** - none
   d) **Committee Report**
      - Chamber – Member Hofstad noted the Easter Egg Hunt was this past Saturday, and the Dodge County Expo is this Saturday.
      - Park Board –Member Blair reported on one potential new member, waiting for trees to leaf out, Mantor field playground equipment and drainage issues and they are working on stuff with the Litter Pickup Campaign.

   e) **Council Member Report**
      - Member Blair – reported on the really good snow removal

   f) **Mayor Report**
   Mayor Bradford reported on the joint session with the EDA/other Committees/Boards to review the logo and tag lines meeting. This will be coming soon to the City Council.

9. **Executive Session** - none

10. **Adjourn** – Motion made by Member Lambert, second by Member Roth to adjourn the meeting at 7:00 pm. Motion passed unanimously.

MANTORVILLE,MN

*Check Summary Register©

April 2016

	Name	Check Date	Check Amt	
10100 Citizens State Bank				
UnPaid	BLUE TARP FINANCIAL, INC		$243.89	NORTHERN TOOL, NEW TOOLS & MISC
UnPaid	BUREAU OF CRIMINAL APPREH		$15.00	BACKGROUND CHECK FOR ANTHONY HOF
UnPaid	CASEYS GENERAL STORES INC		$296.84	FUEL FOR THE WWTP
UnPaid	CMS - CONSTRUCTION MGMT.S		$197.48	MARCH 2016 BUILDING INSPECTIONS
UnPaid	CULLIGAN		$61.50	BOTTLED WATER FOR MARCH 2016
UnPaid	DODGE COUNTY		$46.00	RECORD TORKELSON RESOLUTION
UnPaid	DODGE COUNTY PRINTING		$50.62	STAGECOACH LETTERHEAD FOR EDA
UnPaid	FIRE SAFETY USA, INC		$2,064.00	VIPER COAT/VIPER ARMOR PANTS
UnPaid	GOPHER STATE ONE CALL		$10.15	UTILITY LINE LOCATES MARCH 2016
UnPaid	HAWKINS, INC		$3,609.05	WATER DEPT CHEMICALS
UnPaid	HEALTHSMART BENEFIT SOLUT		$16.00	EMPLOYEE PAID LIFE INSURANCE
UnPaid	HERO, JORSTAD & JACOBSEN,		$450.00	MARCH 2016 LEGAL PROSECUTION FEES
UnPaid	HILLYARD/HITCHINSON		$219.60	PAPER TOWEL ROLLS FD
UnPaid	JOHN DEERE FINANCIAL		$54.75	OIL AND AIR FILTER FOR CASE TRACTOR
UnPaid	KASSON HARDWARE HANK		$55.54	GAP FILLER/OUTDOOR BULB FOR SHED F
UnPaid	KENNEDY & GRAVEN, CHARTER		$2,890.50	LEGAL SERVICES FOR FEB 2016
UnPaid	K-M TELECOM		$518.10	CITY HALL MAIN 5170
UnPaid	LUCAS, RUSS		$14.95	REIMBURSEMENT FOR CASES OF WATER
UnPaid	MAXSON ELECTRIC		$1,600.70	REWIRE NEW LAMPS ON THE BRIDGE
UnPaid	MINNESOTA ENERGY RESOURC		$903.88	4016467-5 STREETS
UnPaid	MN MUNICIPAL UTILITIES ASSO		$31.00	2016 DRUG AND ALCOHOL TESTING CONS
UnPaid	NAPA		$245.69	VALVE AND CORE DEPOSIT
UnPaid	NOLTE, ROGER		$37.20	REIMBURSEMENT FOR NATIONAL VOLUNT
UnPaid	PITNEY BOWES GLOBAL		$398.50	MARCH POSTAGE
UnPaid	SMITH SCHAFER & ASSOCIATE		$7,500.00	AUDIT FEES THRU 12/31/15
UnPaid	STUSSY CONSTRUCTION INC		$423.40	ROAD ROCK IN MARCH 2016
UnPaid	UC LAB - UTILITY CONSULTANT		$1,231.00	BIO SOLID SAMPLING MARCH 2016
UnPaid	ULTIMATE SAFETY CONCEPTS,		$49.00	NOSE CUP, RED VALVES
UnPaid	USA BLUE BOOK		$699.00	NEW FLOAT SWITCH - WWTP
UnPaid	WASTE MANAGEMENT		$115.33	GARBAGE REMOVAL FOR MARCH
UnPaid	XCEL ENERGY		$5,704.12	STREET LIGHTS NON METERED
		Total Checks	$29,752.79	

MANTORVILLE,MN

Payments

Current Period: April 2016

Batch Name WAR 04 11 16 Payments
User Dollar Amt $36,295.72
Computer Dollar Amt $36,295.72
$0.00 **In Balance**

Refer	0 *HAWKINS, INC*				
Cash Payment	E 601-49400-216 Chemicals and Chem Pr	WATER DEPT CHEMICALS			$3,609.05
Invoice 3856011	4/11/2016				
Transaction Date	3/29/2016	Citizens State Bank	10100	**Total**	$3,609.05
Refer	0 *HEALTHSMART BENEFIT SOLUTIO*				
Cash Payment	G 101-21711 Life Insurance Payable	EMPLOYEE PAID LIFE INSURANCE			$16.00
Invoice 4/2016	4/11/2016				
Transaction Date	3/29/2016	Citizens State Bank	10100	**Total**	$16.00
Refer	0 *MINNESOTA ENERGY*				
Cash Payment	E 101-41940-380 Utility Services	4016467-5 STREETS			$265.10
Invoice APRIL 2016	4/11/2016				
Cash Payment	E 101-41940-380 Utility Services	4300149-4 STREETS			$196.21
Invoice APRIL 2016	4/11/2016				
Cash Payment	E 101-41940-380 Utility Services	4028156-0 STREETS			$105.91
Invoice APRIL 2016	4/11/2016				
Cash Payment	E 101-42200-380 Utility Services	4229566-7 FIRE DEPT			$257.26
Invoice APRIL 2016	4/11/2016				
Cash Payment	E 601-49400-380 Utility Services	4113568-2 WTR PUMP			$25.36
Invoice APRIL 2016	4/11/2016				
Cash Payment	E 101-41940-380 Utility Services	5121503-6 SHOP			$54.04
Invoice APRIL 2016	4/11/2016				
Transaction Date	3/29/2016	Citizens State Bank	10100	**Total**	$903.88
Refer	0 *XCEL ENERGY*				
Cash Payment	E 101-43160-381 Electric Utilities	STREET LIGHTS NON METERED			$1,687.97
Invoice APRIL 2016	4/11/2016				
Cash Payment	E 101-43160-381 Electric Utilities	BRIDGE LIGHTS			$22.50
Invoice APRIL 2016	4/11/2016				
Cash Payment	E 101-43160-381 Electric Utilities	130 ST.HWY 57 S.CITY SIGN			$21.21
Invoice APRIL 2016	4/11/2016				
Cash Payment	E 101-43160-381 Electric Utilities	60003 ST.HWY 57 N CITY SIGN			$18.24
Invoice APRIL 2016	4/11/2016				
Cash Payment	E 101-42200-380 Utility Services	FH/CH/PUMP			$232.33
Invoice APRIL 2016	4/11/2016				
Cash Payment	E 101-43160-381 Electric Utilities	410 CLAY			$14.70
Invoice APRIL 2016	4/11/2016				
Cash Payment	E 101-41940-380 Utility Services	MANTOR FIELD			$38.33
Invoice APRIL 2016	4/11/2016				
Cash Payment	E 101-41940-380 Utility Services	340 CLAY RIVERSIDE			$33.26
Invoice APRIL 2016	4/11/2016				
Cash Payment	E 101-41940-380 Utility Services	342 MAIN ST RIVERSIDE			$14.94
Invoice APRIL 2016	4/11/2016				
Cash Payment	E 101-41940-380 Utility Services	GOLFVIEW DENNISON FIELD			$15.99
Invoice APRIL 2016	4/11/2016				
Cash Payment	E 101-41940-380 Utility Services	EAST ST. CITY SHOP			$209.12
Invoice APRIL 2016	4/11/2016				
Cash Payment	E 602-49450-380 Utility Services	121 BLANCH WWTF			$2,214.25
Invoice APRIL 2016	4/11/2016				

MANTORVILLE,MN

Payments

Current Period: April 2016

Cash Payment	E 601-49400-380 Utility Services	841 BLANCH WELL			$1,005.31
Invoice APRIL 2016	4/11/2016				
Cash Payment	E 601-49400-380 Utility Services	WATER TOWER			$58.13
Invoice APRIL 2016	4/11/2016				
Cash Payment	E 603-45183-381 Electric Utilities	CAMPGROUND			$15.42
Invoice APRIL 2016	4/11/2016				
Cash Payment	E 101-41940-380 Utility Services	BLANCH ST. SHOP			$34.21
Invoice APRIL 2016	4/11/2016				
Cash Payment	E 101-41940-380 Utility Services	15 4TH STREET WEST RIVERSIDE			$15.17
Invoice APRIL 2016	4/11/2016				
Cash Payment	E 602-49450-380 Utility Services	601 JEFFERSON - LIFT STATION			$31.82
Invoice APRIL 2016	4/11/2016				
Cash Payment	E 602-49450-380 Utility Services	121 BLANCH - AUTO PROTECT LIGHT			$8.76
Invoice APRIL 2016	4/11/2016				
Cash Payment	E 101-42200-380 Utility Services	701 CHESTNUT STREET			$6.31
Invoice APRIL 2016	4/11/2016				
Cash Payment	E 101-42200-380 Utility Services	21 5TH ST E SIREN			$6.15
Invoice APRIL 2016	4/11/2016				
Transaction Date	3/29/2016	Citizens State Bank	10100	**Total**	$5,704.12
Refer	0 *DODGE COUNTY*				
Cash Payment	E 101-41500-300 Professional Srvs (GEN	RECORD TORKELSON RESOLUTION			$46.00
Invoice MARCH 2016	4/11/2016				
Transaction Date	3/31/2016	Citizens State Bank	10100	**Total**	$46.00
Refer	0 *UC LAB - UTILITY CONSULTANTS*				
Cash Payment	E 602-49450-300 Professional Srvs (GEN	BIO SOLID SAMPLING MARCH 2016			$1,231.00
Invoice 91567	4/11/2016				
Transaction Date	4/4/2016	Citizens State Bank	10100	**Total**	$1,231.00
Refer	0 *WASTE MANAGEMENT*				
Cash Payment	E 101-41940-384 Refuse/Garbage Dispos	GARBAGE REMOVAL FOR MARCH			$115.33
Invoice 3095772-2760-1	4/11/2016				
Transaction Date	4/4/2016	Citizens State Bank	10100	**Total**	$115.33
Refer	0 *USA BLUE BOOK*				
Cash Payment	E 602-49450-220 Bldg.Repair and Mainten	NEW FLOAT SWITCH - WWTP			$699.00
Invoice 904515	4/11/2016				
Transaction Date	4/4/2016	Citizens State Bank	10100	**Total**	$699.00
Refer	0 *SMITH SCHAFER & ASSOCIATES*				
Cash Payment	E 101-41530-301 Auditing and Acct g Servi	AUDIT FEES THRU 12/31/15			$7,500.00
Invoice 35470	4/11/2016				
Transaction Date	4/4/2016	Citizens State Bank	10100	**Total**	$7,500.00
Refer	0 *PITNEY BOWES INC*				
Cash Payment	E 101-41500-322 Postage	MARCH POSTAGE			$398.50
Invoice MARCH 2016	4/11/2016				
Transaction Date	4/4/2016	Citizens State Bank	10100	**Total**	$398.50
Refer	0 *MAXSON ELECTRIC*				
Cash Payment	E 602-49450-220 Bldg.Repair and Mainten	REPLACE FLOATS/SEWER PLANT			$215.00
Invoice 5380	4/11/2016				
Transaction Date	4/4/2016	Citizens State Bank	10100	**Total**	$215.00
Refer	0 *HERO, JORSTAD & JACOBSEN, P.*				

MANTORVILLE,MN

Payments

Current Period: April 2016

Cash Payment	E 101-41600-304 Legal Fees	MARCH 2016 LEGAL PROSECUTION FEES			$450.00
Invoice 1481	4/11/2016				
Transaction Date	4/4/2016	Citizens State Bank	10100	**Total**	$450.00
Refer	0 *CMS - CONSTRUCTION MGMT.SE*				
Cash Payment	E 101-42400-300 Professional Srvs (GEN	MARCH 2016 BUILDING INSPECTIONS			$197.48
Invoice 16-317	4/11/2016				
Transaction Date	4/4/2016	Citizens State Bank	10100	**Total**	$197.48
Refer	0 *PAYMENT SERVICE NETWORK, IN*	Ck# 004996 4/11/2016			
Cash Payment	E 601-49400-300 Professional Srvs (GEN	MARCH 2016 SERVICE FEES			$37.98
Invoice 127849	4/11/2016				
Cash Payment	E 602-49450-300 Professional Srvs (GEN	MARCH 2016 SERVICE FEES			$37.97
Invoice 127849	4/11/2016				
Transaction Date	4/4/2016	Citizens State Bank	10100	**Total**	$75.95
Refer	0 *NAPA*				
Cash Payment	E 101-43125-404 Repairs/Maint Machinery	TRANS FLUID FOR PLOW TRUCK			$24.95
Invoice 365-229809	4/11/2016				
Cash Payment	E 101-43100-228 Equip. Repair and Maint	HYD HOSE FITTINGS FOR CASE TRACTOR			$6.99
Invoice 365-229880	4/11/2016				
Cash Payment	E 101-46500-437 Other Miscellaneous	OIL FILTERS FOR LAWN MOWERS			$46.76
Invoice 365-232581	4/11/2016				
Cash Payment	E 101-46500-437 Other Miscellaneous	BATTERY FOR KUBOTA			$104.00
Invoice 365230704	4/11/2016				
Transaction Date	4/4/2016	Citizens State Bank	10100	**Total**	$182.70
Refer	0 *MINNESOTA REVENUE*	Ck# 004995 4/11/2016			
Cash Payment	E 603-45183-210 Tax and Licensing	RV SALES AND USE TAX			$52.00
Invoice 1ST QTR 2016	4/11/2016				
Cash Payment	E 101-45200-210 Tax and Licensing	PARKS SHELTER RENTAL SALES AND USE TAX			$20.00
Invoice 1ST QTR 2016	4/11/2016				
Cash Payment	E 601-49400-210 Tax and Licensing	WATER SALES AND USE TAX			$327.00
Invoice 1ST QTR 2016	4/11/2016				
Transaction Date	4/6/2016	Citizens State Bank	10100	**Total**	$399.00
Refer	0 *BLUE CROSS BLUE SHIELD OF MI*	Ck# 004999 4/11/2016			
Cash Payment	G 101-21706 Hospitalization/Medical Ins	EMPLOYEE MEDICAL PREMIUMS			$3,285.00
Invoice APRIL 2016	4/11/2016				
Transaction Date	4/6/2016	Citizens State Bank	10100	**Total**	$3,285.00
Refer	0 *GOPHER STATE ONE CALL*				
Cash Payment	E 601-49400-300 Professional Srvs (GEN	UTILITY LINE LOCATES MARCH 2016			$10.15
Invoice 6030535	4/11/2016				
Transaction Date	4/6/2016	Citizens State Bank	10100	**Total**	$10.15
Refer	0 *BLUE TARP FINANCIAL, INC*				
Cash Payment	E 101-43100-240 Tools and Minor Equipm	NORTHERN TOOL, NEW TOOLS & MISC			$243.89
Invoice 0072020642	4/11/2016				
Transaction Date	4/6/2016	Citizens State Bank	10100	**Total**	$243.89
Refer	0 *INTERNAL REVENUE SERVICE*	Ck# 004997 4/11/2016			
Cash Payment	G 101-21701 Federal Withholding	FEDERAL WITH HOLDINGS			$634.68
Invoice 2016-PR7	4/11/2016				

MANTORVILLE,MN

Payments

Current Period: April 2016

Cash Payment G 101-21709 Medicare	MEDICARE WITH HOLDINGS			$181.44
Invoice 2016-PR7 4/11/2016				
Cash Payment G 101-21703 FICA Tax Withholding	SS WITH HOLDINGS			$775.84
Invoice 2016-PR7 4/11/2016				
Transaction Date 4/6/2016	Citizens State Bank	10100	**Total**	$1,591.96
Refer 0 *KENNEDY & GRAVEN, CHARTERE*				
Cash Payment E 101-41600-304 Legal Fees	LEGAL SERVICES FOR FEB 2016			$2,890.50
Invoice 130914 4/11/2016				
Transaction Date 4/6/2016	Citizens State Bank	10100	**Total**	$2,890.50
Refer 0 *MN PERA*	Ck# 004998 4/11/2016			
Cash Payment G 101-21704 PERA	EMPLOYEE RETIREMENT			$882.24
Invoice 2016-PR7 4/11/2016				
Transaction Date 4/6/2016	Citizens State Bank	10100	**Total**	$882.24
Refer 0 *MAXSON ELECTRIC*				
Cash Payment E 101-41940-220 Bldg.Repair and Mainten	CITY HALL/FD LIGHT TIMER			$65.00
Invoice 5381 4/11/2016				
Transaction Date 4/6/2016	Citizens State Bank	10100	**Total**	$65.00
Refer 0 *JOHN DEERE FINANCIAL*				
Cash Payment E 101-43100-228 Equip. Repair and Maint	OIL AND AIR FILTER FOR CASE TRACTOR FROM BISHOP & WACHHOLZ			$54.75
Invoice IK49865 4/11/2016				
Transaction Date 4/6/2016	Citizens State Bank	10100	**Total**	$54.75
Refer 0 *CASEYS GENERAL STORES INC*				
Cash Payment E 602-49450-212 Motor Fuels	FUEL FOR THE WWTP			$60.00
Invoice MARCH 2016 4/11/2016				
Cash Payment E 602-49450-212 Motor Fuels	FUEL FOR THE JETTER			$33.84
Invoice MARCH 2016 4/11/2016				
Cash Payment E 101-43125-212 Motor Fuels	FUEL FOR THE PLOW TRUCK			$83.50
Invoice MARCH 2016 4/11/2016				
Cash Payment E 101-43100-212 Motor Fuels	FUEL FOR STREETS			$52.37
Invoice MARCH 2016 4/11/2016				
Cash Payment E 101-42200-212 Motor Fuels	FUEL FOR FD			$67.13
Invoice MARCH 2016 4/11/2016				
Transaction Date 4/6/2016	Citizens State Bank	10100	**Total**	$296.84
Refer 0 *K-M TELECOM*				
Cash Payment E 101-41940-321 Communications Phone/	CITY HALL MAIN 5170			$110.49
Invoice 1248937 4/11/2016				
Cash Payment E 101-41940-321 Communications Phone/	CITY HALL FAX 5300			$31.00
Invoice 1248937 4/11/2016				
Cash Payment E 101-42200-321 Communications Phone/	FD 5440			$31.00
Invoice 1248937 4/11/2016				
Cash Payment E 101-41940-321 Communications Phone/	STREETS-SHOP 5119			$74.99
Invoice 1248937 4/11/2016				
Cash Payment E 601-49400-321 Communications Phone/	WATER TOWER ALARM 3588			$41.00
Invoice 1248937 4/11/2016				
Cash Payment E 602-49450-321 Communications Phone/	LIFT STATION ALARM 5066			$31.00
Invoice 1248937 4/11/2016				
Cash Payment E 602-49450-321 Communications Phone/	WWTP 5413			$31.00
Invoice 1248937 4/11/2016				

MANTORVILLE,MN

Payments

Current Period: April 2016

Cash Payment	E 602-49450-321 Communications Phone/	WWTP 5463			$80.99
Invoice 1248937	4/11/2016				
Cash Payment	E 101-41940-321 Communications Phone/	CITY HALL - 5176 - 2ND LINE			$34.90
Invoice 1248937	4/11/2016				
Cash Payment	E 101-41940-321 Communications Phone/	LONG DISTANCE/TAXES/FEES			$49.73
Invoice 1248937	4/11/2016				
Cash Payment	E 201-46500-437 Other Miscellaneous	EDA 800 NUMBER			$2.00
Invoice 1248937	4/11/2016				
Transaction Date	4/6/2016	Citizens State Bank	10100	**Total**	$518.10
Refer	0 *MINNEAPOLIS MARRIOTT NORTH*	Ck# 005000 4/11/2016			
Cash Payment	E 602-49450-208 Training, Mileage	WWTP TRAINING FOR SCOTT LARSEN - ROOM RESERVATION			$308.78
Invoice 03/20/16	4/11/2016				
Transaction Date	4/6/2016	Citizens State Bank	10100	**Total**	$308.78
Refer	0 *LUCAS, RUSS*				
Cash Payment	E 101-42200-437 Other Miscellaneous	REIMBURSEMENT FOR CASES OF WATER FD			$14.95
Invoice 3/3/16	4/11/2016				
Transaction Date	4/7/2016	Citizens State Bank	10100	**Total**	$14.95
Refer	0 *KASSON HARDWARE HANK*				
Cash Payment	E 101-43100-228 Equip. Repair and Maint	GAP FILLER/OUTDOOR BULB FOR SHED FOR THE LOADER			$36.95
Invoice 269029	4/11/2016				
Cash Payment	E 101-43100-200 Supplies	ROPE/REPAIR TUBES			$10.11
Invoice 269192	4/11/2016				
Cash Payment	E 101-42200-437 Other Miscellaneous	HEAT SHRINK TUBE/PROPANE CYLINDER FOR FD			$8.48
Invoice 269515	4/11/2016				
Transaction Date	4/7/2016	Citizens State Bank	10100	**Total**	$55.54
Refer	0 *NOLTE, ROGER*				
Cash Payment	E 101-42200-208 Training, Mileage	REIMBURSEMENT FOR NATIONAL VOLUNTEER FIRE COUNCIL			$24.00
Invoice 1020	4/11/2016				
Transaction Date	4/7/2016	Citizens State Bank	10100	**Total**	$24.00
Refer	0 *NOLTE, ROGER*				
Cash Payment	E 101-42200-437 Other Miscellaneous	REIMBURSEMENT FOR LIGHT BULBS			$13.20
Invoice 3/24/16	4/11/2016				
Transaction Date	4/7/2016	Citizens State Bank	10100	**Total**	$13.20
Refer	0 *FIRE SAFETY USA, INC*				
Cash Payment	E 101-42200-570 Capital Outlay	VIPER COAT/VIPER ARMOR PANTS			$1,970.00
Invoice 87724	4/11/2016				
Transaction Date	4/7/2016	Citizens State Bank	10100	**Total**	$1,970.00
Refer	0 *FIRE SAFETY USA, INC*				
Cash Payment	E 101-42200-240 Tools and Minor Equipm	9 VOLT BATTERIES			$87.00
Invoice 87175	4/11/2016				
Transaction Date	4/7/2016	Citizens State Bank	10100	**Total**	$87.00
Refer	0 *FIRE SAFETY USA, INC*				
Cash Payment	E 101-42200-228 Equip. Repair and Maint	STREAM LIGHT			$7.00
Invoice 87899	4/11/2016				

MANTORVILLE,MN

Payments

Current Period: April 2016

Transaction Date	4/7/2016	Citizens State Bank	10100	**Total**	$7.00
Refer	0 *ULTIMATE SAFETY CONCEPTS, IN*				
Cash Payment	E 101-42200-228 Equip. Repair and Maint	NOSE CUP, RED VALVES			$49.00
Invoice 165701	4/11/2016				
Transaction Date	4/7/2016	Citizens State Bank	10100	**Total**	$49.00
Refer	0 *CULLIGAN*				
Cash Payment	E 101-41940-200 Supplies	BOTTLED WATER FOR MARCH 2016			$61.50
Invoice 142664	4/11/2016				
Transaction Date	4/7/2016	Citizens State Bank	10100	**Total**	$61.50
Refer	0 *MN MUNICIPAL UTILITIES ASSOC*				
Cash Payment	E 101-43100-229 Safety/OSHA	2016 DRUG AND ALCOHOL TESTING CONSORTIUM FEE			$31.00
Invoice 46867	4/11/2016				
Transaction Date	4/7/2016	Citizens State Bank	10100	**Total**	$31.00
Refer	0 *STUSSY CONSTRUCTION INC*				
Cash Payment	E 101-43100-224 Street Maint Materials	ROAD ROCK IN MARCH 2016			$423.40
Invoice 41433	4/11/2016				
Transaction Date	4/7/2016	Citizens State Bank	10100	**Total**	$423.40
Refer	0 *HILLYARD/HITCHINSON*				
Cash Payment	E 101-42200-217 Other Operating Supplie	PAPER TOWEL ROLLS FD			$219.60
Invoice 601998232	4/11/2016				
Transaction Date	4/7/2016	Citizens State Bank	10100	**Total**	$219.60
Refer	0 *NAPA*				
Cash Payment	E 101-42200-228 Equip. Repair and Maint	VALVE AND CORE DEPOSIT			$62.99
Invoice 365-231938	4/11/2016				
Transaction Date	4/7/2016	Citizens State Bank	10100	**Total**	$62.99
Refer	0 *BUREAU OF CRIMINAL APPREHEN*				
Cash Payment	E 101-42200-437 Other Miscellaneous	BACKGROUND CHECK FOR ANTHONY HOFSTAD			$15.00
Invoice MARCH 16, 2016	4/11/2016				
Transaction Date	4/8/2016	Citizens State Bank	10100	**Total**	$15.00
Refer	0 *MAXSON ELECTRIC*				
Cash Payment	E 101-43160-381 Electric Utilities	REWIRE NEW LAMPS ON THE BRIDGE			$740.00
Invoice 5396	4/11/2016				
Transaction Date	4/8/2016	Citizens State Bank	10100	**Total**	$740.00
Refer	0 *MAXSON ELECTRIC*				
Cash Payment	E 602-49450-220 Bldg.Repair and Mainten	LIFT STATION GEN PLUG			$580.70
Invoice 5397	4/11/2016				
Transaction Date	4/8/2016	Citizens State Bank	10100	**Total**	$580.70
Refer	0 *DODGE COUNTY PRINTING*				
Cash Payment	E 101-46500-437 Other Miscellaneous	STAGECOACH LETTERHEAD FOR EDA			$50.62
Invoice 960	4/11/2016				
Transaction Date	4/8/2016	Citizens State Bank	10100	**Total**	$50.62

MANTORVILLE,MN

Payments

Current Period: April 2016

Fund Summary

	10100 Citizens State Bank
101 GENERAL FUND	$25,548.21
201 ECONOMIC DEVT AUTHORITY	$2.00
601 WATER FUND	$5,113.98
602 SEWER FUND	$5,564.11
603 RV PARK	$67.42
	$36,295.72

Pre-Written Checks	$6,542.93
Checks to be Generated by the Computer	$29,752.79
Total	$36,295.72

SPECIAL
MANTORVILLE ECONOMIC DEVELOPMENT AUTHORITY MEETING
MONDAY, MARCH 7, 2016
6:30 PM

1. **Call to Order** – Chair Huppler called the meeting to order at 6:38 pm.

   Members Present: Karl Huppler, Chuck Bradford, Henry Blair, Bob Soland and Jane Olive.

   Also Present: Char Shrager, Abby Bradford and Cami Reber.

2. **Approval of Minutes – January 5, 2016**
   Motion made by Commissioner Olive, second by Commissioner Blair to approve the meeting minutes of January 5, 2016. Motion passed unanimously.

3. **Financial Report – January/February 2016**
   Commissioners discussed EDA funds and signatures. Should they add Cami as a signer to the account? Commissioner Chair Huppler suggested setting up the online banking and that would allow another avenue for ease of transactions if needed. It was noted that the Chocolate Shoppe is now making monthly payments. Motion made by Commissioner Olive, second by Commissioner Blair to approve the January/February financial report. Motion passed unanimously.

4. **New Business/Old Business**
   a) **City Logo – Tag Line**
      Abby presented Logo and tag line information and discussed with Commissioners the direction to proceed in, the next phase, and various ways to use the City Logo and how we make it all work. The EDA will set up a work shop meeting with all local organizations to share the logo project and gather input. It will take place on Monday March 21, 2016 at 6:30 pm. Cami should get this set up and send out the notice to the MRA, Chamber, Park Board, Historical Society, Welcome Center, Theatre; and any other local organizations.

   b) **Update on Stage Coach Days 2016**
      Discussion on the grant application. Saturday the 26th for a Committee Meeting. It will happen, there is just limits to what will happen due to funds.

   c) **Add Char Shrager – postage for tourism activities**
      Motion made by Commissioner Olive to pay for postage for tourism related mailings, second by Chuck; City will bill the EDA for the funds spent on this. Up to $200. Motion passed unanimously.

   d) **2016 Budget**
      Motion made by Chair Huppler, second by Commissioner Blair to make the following adjustments to the EDA's 2016 budget as follows based on the City final approval of $7,500:
      $500 in Chamber and other organizations; $500 for paper and online brochures; $5,000 for city wide events and $1,500 Secretary/Treasurer. Motion passed unanimously.

e) **Revolving Loan Funds Rollover**
Motion made by Commissioner Huppler, second by Commissioner Soland that the following verbiage be added to the conditions for the EDA's Revolving Loan Fund, the first instance of a company or individual obtaining a loan the associated fees with the County will be absorbed by the EDA. And for any subsequent loan applied for within six (6) months of satisfaction of a previous loan, we expect the recipient to pay the associated fees. Motion passed unanimously.

5. **Subcommittee Reports**
   - Planning
   - Acquisitions and Developments
   - Signage
   - Tourism
   - Happy Trails

6. **Adjournment** – Motion made by Commissioner Soland, second by Commissioner Blair to adjourn the meeting at 8:47 pm. Motion passed unanimously.

Mantorville Park and Recreation Board

Minutes

Tuesday, February 23rd, 2016, 7:00 pm
Mantorville City Council Chambers

Call to Order 7:10PM
Present: Ann Tuma, Elizabeth Oolman, Alex Bryngelsen, and Henry Blair
Absent: Will Lambert
Introduction of guests: Scott Larsen and Brandon Klebel
Changes to agenda: Add ice skating rink to New Business
Approval of Minutes – January 26th minutes were approved as presented.

New Business:

1. **Officer Elections**- Since we still have a member missing, we will table this until the next meeting.
2. **Just Pick It Up Litter Campaign- Ann:** The city of Kasson is organizing a community-wide litter pick-up for May 7th from 9am to 12pm and would like Mantorville to participate as well. The K-M Lions group would like to help in both Kasson and Mantorville. The most important thing will be to advertise the event to the public. Our group agreed that this is a good idea and we can discuss it in more detail at our next meeting.
3. **Campground Reservation Policy- Ann:** Ann has talked to Cami regarding the revision of our campground policy to include details about how we will deal with delinquent payment and removal of people/property from the campground. Cami will discuss this issue with the city attorney and we will work on it before the start of the next season.
4. **Ice Skating Rink- Scott:** Scott was wondering if we would want to move the ice skating rink into an area in the RV park in order to see whether the ice would be better. The board agreed that we liked the location that it has currently been in Riverside Park. It is very visible to the public and Scott says it is easy to build there. Brandon brought up the point that it would be nice to have boards around the rink for playing hockey. This is something we could look into for next year.

Old Business:

1. **Eagle Scout/Dog Park Update- Ann**: Ann has not heard from Wyatt with an update for a few months. The assumption is that he will be working on it in spring. She will continue to reach out to him for details.

2. **Mantor Field Usage- all**: The board reiterated that they would like to see our fields used for school and recreational baseball. Elizabeth has looked into field layout for different age levels and base length varies from 50ft (Little League) to 90ft (High School). Would we want a grass infield to

accommodate the older kids. Where does that leave it for younger players? She came up with a cost estimate for adding drainage to the outfield, adding dugouts, fencing, and upgrading the infield. We will work on better number estimates before our next meeting and the Joint Powers Board meeting. Alex will get an estimate for block for the dugouts, Scott will get an estimate on fencing, and Elizabeth will get an estimate for the drainage work and pipe. We will move our next meeting up by a week so that we are ready for this discussion at the next Joint Powers meeting to be held on March 24th. We will ask the mayor to attend the park board meeting to get his suggestions on this project.

3. **Mantor Field Playground Equipment Planning- all**: What do we have for equipment? Scott wants us to come to the shop to see what we have. The plan was to only put up the yellow and blue large structure and a small swing set. We need to get Scott pictures of the equipment. We will also need to mark off exactly where we want it to go. Ann would like to set up a timeline of the work that needs to be done, have the ground excavated, recruit volunteers to help erect the structure, add ground covering, etc. We will discuss more at the next meeting.

Reports

Financial – The 2016 capital budget stands at $7525 which is budgeted for wood chips and tree removal/planting. There is also $9000 in the special fund for the Mantor Field playground project, $39,361 in the Campground fund, and $1948 in the park concessions fund

Public works – Scott will order the new garbage cans that were discussed in our budget. We were approved to spend $400 by the Joint Powers board for concrete slabs to be placed under the benches at Dennison. Scott will work on getting this done before ball season. A few new fire rings need to be installed at the RV Park as they are being stolen. We suggested burying them in the ground. Scott has already been approved to order new Mantor Field signs to be placed along the highway near the court house.

City council - Nothing more to report.

Adjournment 8:15 PM Motion Elizabeth, 2nd Alex.

Next meeting will be held one week earlier than normal on March 22nd, 2016 at 7pm.

Respectfully Submitted,
Ann Tuma

City Mantorville
Date 3/1/2016 **thru** 3/31/2016

Agency	Incident_Nr	Location	LocCity	Activity
S	201600002111	816 Main St N	Mantorville	Traffic
S	201600002164	22 6th St E	Mantorville	Appreh/detention Orde
S	201600002212	1000 Blk West St	Mantorville	Traffic
S	201600002317	320 Main St N	Mantorville	Traffic
S	201600002485	22 6th St E	Mantorville	Appreh/detention Orde
S	201600002534	22 6th St E	Mantorville	Appreh/detention Orde
S	201600002483	22 6th St E	Mantorville	Assist Other Agency
S	201600002579	22 6th St E	Mantorville	Assist Other Agency
S	201600002128	816 Main St N	Mantorville	Animal Bites
S	201600002315	421 6th St W	Mantorville	Suspicious Activity
S	201600001683	31 Cr 21	Mantorville	Suspicious Activity
S	201600001728	141 County Rd 12	Mantorville	Suspicious Activity
S	201600001778	508 Clay St	Mantorville	Suspicious Activity
S	201600001820	219 5th St W	Mantorville	Suspicious Activity
S	201600002417	321 5th St W	Mantorville	Barking Dog
S	201600002420	721 Main St N	Mantorville	Cell Call Open Line
S	201600002383	22 6th St E	Mantorville	CHILD PROTECTION INTAKE
S	201600002313	215 9th St W	Mantorville	City Ord. Violation
S	201600002130	607 Golfview Ct	Mantorville	Lost Animals
S	201600002209	1002 Chestnut St	Mantorville	Welfare Check
S	201600002346	909 Chestnut St	Mantorville	Welfare Check
S	201600002502	600 Washington St	Mantorville	Fires
S	201600002592	7th St E	Mantorville	Juvenile Complaint
S	201600002503	22 6th St E	Mantorville	Violate/cond-release
S	201600002099	22 6th St E	Mantorville	Harassment
S	201600002587	22 6th St E	Mantorville	Violate Drug Court Rules
S	201600002548	695 5th St E	Mantorville	Harassment O.f.p.
S	201600001895	22 6th St E	Mantorville	Fraud
S	201600002347	900 Chestnut St	Mantorville	Snow Removal
S	201600002349	100 7th St W	Mantorville	Snow Removal
S	201600002350	10 5th St W	Mantorville	Snow Removal
S	201600002351	15 5th St E	Mantorville	Snow Removal
S	201600002458	203 3rd St W	Mantorville	Ambulance Run
S	201600001987	320 Main St N	Mantorville	Alarm
S	201600002026	320 Main St N	Mantorville	Alarm
S	201600002089	22 6th St E	Mantorville	Probation Violation
S	201600002100	22 6th St E	Mantorville	Probation Violation
S	201600002339	320 Main St N	Mantorville	Alarm
S	201600001745	22 6th St E	Mantorville	Assist Other Agency
S	201600001892	22 6th St E	Mantorville	Assist Other Agency
S	201600001833	706 East St	Mantorville	Animal Comp
S	201600001923	835 Hickory Ln	Mantorville	Forgery
S	201600001726	31 Cr 21	Mantorville	Civil
S	201600001815	695 5th St E	Mantorville	Civil
S	201600001823	312 West St	Mantorville	Civil
S	201600001847	835 Hickory Ln	Mantorville	Civil
S	201600001849	835 Hickory Ln	Mantorville	Civil
S	201600001910	835 Hickory Ln	Mantorville	Civil
S	201600001828	808 Adams St	Mantorville	Miscellaneous
S	201600001836	22 6th St E	Mantorville	Miscellaneous
S	201600001843	22 6th St E	Mantorville	Warrants- Out of Co.
S	201600001696	22 6th St E	Mantorville	Violation/o.f.p.
S	201600001710	22 6th St E	Mantorville	Violation/o.f.p.
S	201600001716	22 6th St E	Mantorville	Paper Service
S	201600001688	22 6th St E	Mantorville	Harassment
S	201600001663	321 Walnut St	Mantorville	Ambulance Run
K	201600000773	909 Chestnut St	Mantorville	Assist Other Agency
S	201600001763	21 5th St E	Mantorville	Mv. Accident
S	201600001858	502 Main St N	Mantorville	Open Door

SEMLM

Southeastern Minnesota League of Municipalities

www.semlm.org

Annual Meeting
Wednesday
April 27, 2016

JJ's Tailgators
30 East Main Street, Elgin
https://www.google.com/maps/@44.1302442,-92.3222683,12z

2:00 – 5:45 Afternoon Workshop Sessions – More info in future emails (Coffee, soda, cookies provided)
6:00 pm Social Time with cash bar
6:30 pm Dinner - Roast Beef, Herb Roasted Chicken, Mashed Potatoes, Vegetable Medley, Rolls, Apple Crisp
Welcome from City of Elgin
7:00 pm SEMLM Business – Randy Staver, SEMLM President
7:15 pm Speaker Topics:
Cities' Roles in SE MN Together Outcomes - SE MN Together, Bill Spitzer Coordinator
Community Physical Activity Programs for all cities – Kelly Corbin, MA; Physical Activity Coordinator, MDH
SE MN Regional Trails Update – Andru Peters, SMART President
8:28 pm Closing remarks from SEMLM President Staver. Adjourn meeting. **Open time for networking.**

Hosted by the City of Elgin

Registrations Due Monday, April 25

Send to: Jerilyn J. Horton-Schumann, City Clerk/Treasurer
City of Elgin
PO Box 236
Elgin, MN 55932
cityclerk@elginmn.com (507) 876-2291

Registration from _____

Contact Person: _____

Phone: _____ E-mail: _____

Number snack/meals member city _____ x $30 = $_____ (current paid SEMLM member)

Number snack/meals nonmember city _____ x $35 = $_____ (no membership fee paid)

Make checks payable to "City of Elgin"

Names of attendees for this registration:

_____ _____

_____ _____

_____ _____

_____ _____

Mediacom

Thomas J. Larsen
Senior Vice President
Government & Public Relations

March 21, 2016

Dear Mayor and City Leaders:

In March 1996, Mediacom began acquiring and reinvigorating cable systems in the nation's underserved markets. Our mission was simple: offer the small and mid-sized communities we serve the same or better communications and video services as America's largest cities. Through the hard work and commitment of our 4,600 U.S. based employees, I am proud to say that, over the past two decades, we have delivered on that promise.

Now the time has come to go even further by giving our customers access to one of the fastest broadband networks in the world. To that end, we announced last week **a $1 billion capital investment plan** that will help fund a number of important customer initiatives over the next 3 years (see Attachment).

Headlining our list of projects:

- the wide-scale deployment of 1 gigabit per second broadband services to virtually all of the 3 million homes and businesses located within our 22 state footprint;
- the expansion of the Mediacom Business fiber network to create more "lit-buildings" within downtown areas and commercial districts in our markets;
- the extension of our residential video, Internet, and phone network to pass an additional 50,000 homes;
- and the launch of community Wi-Fi throughout commercial areas across our national footprint.

The combination of these exciting new projects with our continued focus on improving the customer experience will ensure that Mediacom stays at the forefront as a major contributor to the economic growth and business development of the communities we serve. Unlike some other broadband providers whose services rely on federal, state or local taxpayer subsidies, the investment Mediacom is making to bring 1-Gig and other services to your community is being funded entirely by private money.

Thank you for the continued opportunity to serve your community. With Mediacom's announcement of a $1 billion capital investment plan over the next 3 years, I believe our collective future is very bright.

Sincerely,

Tom Larsen

Mediacom Communications Corporation
1 Mediacom Way • Mediacom Park, NY 10918 • 845-443-2754•Fax 845-698-4570

Mediacom

For Immediate Release

Mediacom Communications Marks 20th Anniversary by Announcing $1 Billion Capital Investment

Wide-scale Deployment of 1-Gig Broadband Service Headlines List of Company Initiatives

Mediacom Park, NY – March 14, 2016 – In recognition of the 20th anniversary of its first cable system purchase, Mediacom Communications announced today that the Company intends to invest $1 billion over the next 3 years to, among other projects, upgrade and expand its national broadband network. Headlining the list of planned company initiatives is "Project Gigabit," a wide-scale deployment of 1 gigabit per second broadband services to virtually all of the 3 million homes and businesses within the 1,500 communities located in Mediacom's 22 state footprint.

"From the time we acquired our first cable system in March 1996, Mediacom's focus has always been to offer the smaller communities we serve the same communications and video services that are available in America's largest cities," said Mediacom's founder and CEO, Rocco B. Commisso. "Project Gigabit will allow us to go even further by giving our customers access to one of the fastest broadband networks in the world."

Project Gigabit will build upon the residential gigabit product launches completed by Mediacom in 2015 and the widely available Gigabit+ Fiber Solutions™ offered by Mediacom Business today. The Company expects to bring the first wave of Project Gigabit communities online as early as the fourth quarter of 2016. Unlike some other 1-Gig providers whose services are limited to selected neighborhoods and/or are relying on federal, state or local taxpayer subsidies, Mediacom will invest its own money to make gigabit speeds available to essentially all of the residences and businesses along its network.

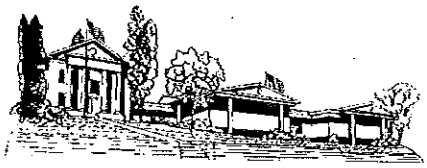
In addition to Project Gigabit, Mediacom's $1 billion capital investment plan will fund a number of other important customer initiatives including:

- Expansion of Mediacom Business's high-capacity network inside downtown areas and commercial districts in order to create more "lit buildings" within the Company's footprint and bring tens of thousands of new business customers on-net with immediate access to fiber-based communications services.

- Extension of Mediacom's deep-fiber residential video, Internet and phone network in order to pass at least an additional 50,000 homes.

- Deployment of community Wi-Fi access points throughout high-traffic commercial and public areas across Mediacom's national footprint.

"The $4.2 billion in private capital invested by Mediacom over the last 20 years has allowed us to, among other things, create an all-digital video network, launch a variety of advanced broadband services and deploy nearly 600,000 strand miles of fiber," continued Commisso. "We decided to accelerate our capital spending over the next 3 years because our Company wants to be the engine that drives economic growth and development for businesses and residents in the communities we serve."



DODGE COUNTY
ENVIRONMENTAL SERVICES

721 MAIN ST N • DEPT 123
MANTORVILLE, MN 55955
507-635-6272

DATE: March 29, 2016

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

The Dodge County Planning Commission will hold a public hearing on Wednesday, June 1, 2016 at 7:00 pm in the Government Services Building (old school), south wing in Mantorville, MN. The Planning Commission will be considering an amendment to the Dodge County Zoning Ordinance.

This proposal is to repeal and replace language to Chapters 17: General Development Standards; Section 17.24 Signs. **The purposed language changes are due to the Supreme Court's Ruling in the Reed v. Town of Gilbert. This is to make sure that the language is not content –based.**

Please send any written comments to the Environmental Services Office at the above address by May 16, 2016. If you have any questions please call the office at 507-635-6272.

Thank you

SECTION 17.24 SIGNS

When applicable, all signs shall meet the requirements of Minnesota Statutes 173 and Minnesota Rules 8810; or successors. The purpose of this Section is to regulate the placement and construction of signs for the purposes of providing information in an orderly, effective, and safe manner. Restriction s on the, design, dimensions, and location of signs help to preserve the character of the County, to protect the public from hazardous and distracting displays, and to create an attractive environment for the citizens and visitors alike which is conducive to business, industry, and recreation. It is not the purpose or intent of this Section to regulate the content displayed on any sign

No sign shall be erected, altered, reconstructed, maintained or moved into the County which does not comply with this Section.

17.24.1 ON-PREMISE SIGNS

On-premise signs are a permitted as an accessory structure to a principal use, provided all performance standards of this section are met.

17.24.2 OFF-PREMISE SIGNS (BILLBOARDS AND OTHER ADVERSTISING DEVICES)

Off-premise advertising devices signs (Billboards) may be permitted as a Conditional Use in the Commercial District and are subject to the administrative process of Chapter 18, the provisions of the CUP and all performance standards for signs and Off-Premise Advertising Devices listed in this Section.

17.24.3 EXEMPTED SIGNS

The following signs are exempted:

A Signs for a dwelling that are less than one (I) square foot in size.

B. Public signs, street signs, warning signs, railroad crossing signs, signs of public service companies for the purpose of public safety, or any other signs authorized by the responsible road authority or public entity.

C. Emergency signs required by any governmental agency.

D. Private traffic circulation signs and traffic warning signs in alleys, parking lots, or in other hazardous situations may be allowed on private property provided that such individual signs do not exceed three (3) square feet and are utilized exclusively for purposes

intended.

E. Names of buildings, dates of erection, commemorative tablets, and the like, when carved into stone, concrete, or similar materials or made of bronze, steel, aluminum, or other permanent type of construction and made an integral part of the structure.

F. Signs on private property denoting "Private Property", "No Trespassing", "No Hunting", or similar messages.

G. Interior signs, provided that such signs are not flashing signs and do not interfere with any traffic control sign or signal, or otherwise pose a threat to public safety.

H. Elections signs are governed by Minnesota State Statute 211 and subsequent amendments thereto.

17.24.4 PROHIBITED SIGNS

The following applies in all zoning districts:

A. No sign shall be erected that is a hazard to the public health, safety, or welfare; that obstructs any window, door, fire escape, stairway, or opening intended to provide light, air, ingress, or egress of any building or structure; that tends to accumulate debris as a fire hazard; or that is attached to a standpipe or fire escape.

B. No sign shall be placed in a manner which will interfere with the effective use of any electric light, power, telephone, telegraph or TV cable wires or accessory supports.

C. No sign shall be erected that, by reason of position, shape, movement, color, or any other characteristic, interferes with the proper functioning of a traffic sign or signal, is misleading to vehicular traffic, or otherwise constitutes a traffic hazard.

D. Private signs, other than public utility warning signs, are prohibited within public rights-of-way and easements or on any other public property.

E. No sign shall be erected which can only be serviced and maintained from the Right of Way of any public road

F. No private sign shall be erected that resembles any official marker erected by a government agency.

G. Signs shall not be painted directly on the outside wall of a building/structure. Signs shall not be painted on a fence, tree, stone, or other similar objects in any district. Signs shall not be painted on any road within the County.

H. Signs shall not be painted on vehicles where the vehicle is parked on a property and not intended to be moved for a period of two (2) days or longer. Signs affixed to vehicles where the sign is incidental to the use of the vehicle are not prohibited. At all times, vehicles containing signs shall not be parked within the right-of-way.

I. Signs painted, attached by adhesive, or otherwise attached directly to a building.

J. Flashing signs, roof signs, rotating signs, revolving signs, moving signs, and signs attached to utility poles.

K. Signs containing revolving beacons and search lights.

L. Signs placed on private land without the consent of the owner or occupant.

M. Signs with are structurally unsafe, are in disrepair or abandoned.

17.24.5 SIGNS LOCATED ALONg STATE AND FEDERAL HIGHWAYS

Minnesota State Statutes Chapter 173, as amended, regulating advertising signs/devices along State Highways shall take precedence in such case where they are more restrictive than the regulations of this Ordinance.

17.24.6 GENERAL PERFORMANCE STANDARDS

A. AWNING, CANOPY, AND MARQUEE SIGNS

Any sign painted, mounted, constructed, or attached in any manner, on an awning, canopy, or marquee shall meet the following requirements:

I. Awning, canopy, and marquee signs shall not project into the public right-of- way.

II. No part of any awning, canopy, and marquee sign shall be less than nine (9) feet above the sidewalk or the ground level.

III. No part of any awning, canopy, or marquee sign shall exceed in height the highest point of the awning, canopy, or marquee to which it is affixed.

B. DYNAMIC DISPLAYS

I. The images and messages displayed must be static, and the transition from one static display to another must be direct and immediate without any special effects.

II. Each image and message displayed must be complete in itself, and may not continue on the subsequent one.

III. Each image and message displayed must remain constant for at least twelve (12) seconds before changing to the next one.

IV. There shall be at least a one thousand (1,000) foot distance between any two dynamic signs.

V. Shall not be located within one thousand (1,000) feet of any residential zoning district.

C. ELECTRICAL SIGNS

All signs and displays using electric power shall be installed in accordance with the current State of Minnesota Electrical Code and shall have a cutoff switch on the outside of the sign and the outside of the building or structure to which the sign is attached.

D. ILLUMINATED SIGNS

I. Illuminated signs shall be constructed and maintained so as not to direct light onto adjacent property, or onto public right-of-ways.

II. Signs shall not be illuminated beyond any lot line.

III. Lighting systems owned or controlled by any public agency, for the purpose of directing or controlling navigation, traffic, or for highway or street illumination shall be permitted.

E. PROJECTING SIGNS

I. No projecting sign shall extend more than six (6) feet above the roof line of the building or structure to which it is affixed.

II. No part of any projecting sign, other than structural supports, shall be less than nine (9) feet above the sidewalk or the ground level

III. No projecting signs shall extend into the right of way of any public road.

IV. All metal supports and braces shall be galvanized or be of corrosive resistant material.

F. PYLON SIGNS

I. No part of any pylon sign shall project over any building or structure.

G. REQUIRED MARKING ON SIGNS

All signs shall have printed in a visible place, in letters not less than one (I) inch in height: the date of issuance, the permit number, and voltage of any electrical devices used in connection therewith. Additionall , every advertising sign erected under the provisions of this Ordinance shall be plainly marked with the name of the person , or firm, erecting such sign.

H. WALL SIGNS

I. Signs attached to exterior walls of solid masonry or concrete shall be safely and securely attached to the same by means of metal anchors, bolts or expansion screws, or a method supported by a building official.

II. No wooden blocks or anchorage with wood used in connection with screws or nails shall be considered proper anchorage, except in the case of wall signs attached to buildings with walls made of wood.

III. No wall sign shall be entirely supported by an un-braced parapet wall.

IV. No wall sign shall extend in height above the roof line of the building to which the sign is affixed.

17.24.7 ZONING DISTRICT STANDARDS

Off-premises signs are only allowed with issuance of a CUP in the Commercial Zoning District. See Section 17.24.5 below and the performance standards of Section 16.6, titled Advertising Signs (Billboards & Other Off-Premise Advertising) for additional requirements.

The following performance standards apply to on-premise signs, which are not listed as EXEMPT under Section 17.24.3.

ZONING DISTRICT	NUMBER OF SURFACES	NUMBER/ PROPERTY	MAX HEIGHT (FT)	SETBACKS From Right of way	MAXSIZE (SF)
R, X, XR, H	2	1	10	10	9 s.f
A	2	1	10	10	16 s.f
C	2	1	35	10	1 s.f. for each 1' of lot frontage **or** 160 s.f., whichever is less
I		1	35	10	2 s.f. for each 1' of lot frontage **or** 240 s.f., whichever is less
CLF	2	1	35	10	9 s.f
SH SIZ	2 Prohibited	1 Prohibited	10	10	See Primary Zoning District – Must meet Shoreland Regs
FP	Prohibited	Prohibited	Prohibited	Prohibited	Prohibited

17.24.8. PERFORMANCE STANDARDS FOR OFF-PREMISE ADVERTISING DEVICES (BILLBOARDS)

In addition to any requirements of this section, Off-premise advertising devices signs (Billboards) are permitted as a Conditional Use in the Commercial District and are subject to the performance standards for Advertising Devices (Billboards) of Chapter 16.

Community, historical or other significant area markers located within two miles of the community when placed by a governmental agency are permitted provided:

I. The sign does not exceed three hundred (300) square feet.

II. Written approval authorizing the sign is obtained from the Dodge County Board of Commissioners

III. Written approval is obtained from the local road authorities on placement and location of the sign and all other performance

standards for off-premise Advertising Signs of Chapter 16 are met.

IV. Written consent is obtained from the owner of the land on which the sign is proposed to be erected.

17.24.9. OBSOLETE SIGNS

A. Signs which advertise an activity, business product or service which is no longer produced or conducted on the premises shall be removed within thirty (30) days from date of vacancy. The owner of the sign or property upon which sign is placed shall be responsible for the removal.

B. If any property or business changes ownership, the sign shall be required to conform to the requirements for the new use of the property.

17.24.10 MAINTENANCE

All signs and supporting structures shall be properly maintained and kept in a safe, orderly condition. Any conforming sign or sign structure which is rotted, unsafe, deteriorated, defaced, or otherwise altered, shall be repainted, repaired, or replaced by the permitee, owner, or agent of the owner of the property upon which the sign is located, upon written notice by the County.

17.24.11 LEGAL NONCONFORMING SIGNS

Existing signs that do not conform to the specific provisions of this Ordinance are legal nonconforming signs and are subject to the provisions of Chapter 6 which address nonconformities.

17.24.12 SIGN REMOVAL

Any sign which is erected or maintained contrary to the provisions of this Ordinance, or for which no permit has been obtained, or which is abandoned is hereby declared to be a public nuisance and illegal. The County may enter upon the land where the sign is located and may remove and dispose of such sign after a hearing, as provided by law, and after thirty (30) days' notice to the owner and lessee, if known.

No compensation shall be paid for any sign to be removed or disposed of pursuant to this Section. Ifthe County receives any proceeds from the sign, the County shall first apply the proceeds to reimburse the County for any expenses incurred, and refund the remainder to the owner of the sign, if known. Any costs incurred by the County which are not reimbursed may be assessed against the property upon which the sign was located as a special assessment

Dodge County Board of Commissioners
Committee Agenda
Conference Rooms, Government Services Building
Mantorville, MN

COMMITTEE AGENDAS

APRIL 12, 2016 8:00 A.M.

8:00 A.M. CONFERENCE ROOM B			8:30 A.M. CONFERENCE ROOM A		
8:00 A.M. ADMINISTRATION COMMITTEE			**8:30 A.M. PUBLIC HEALTH COMMITTEE**		
Gray & Administrator (Tjosaas - Alt)			Erickson & Tjosaas (Peterson - Alt)		
8:00 a.m.	**Action Required**	∇	**8:30 a.m.**	**Action Required**	∇
BECKY LUBAHN, Executive Assistant					
☐ 1.1 Minutes of the March 22, 2016 Committee of the Whole		A	**< NO ITEMS SUBMITTED THIS WEEK >**		
☐ 1.2 Minutes of the March 22, 2016 Meeting		A			
☐ 1.3 Request to Renew Federal Surplus Property Program Application		A			
8:05 a.m.					
ROSE CULBERTSON, Taxpayer Services Director					
☐ 2.1 Review Bills		A			
8:15 a.m.					
LISA HAGER, Employee Relations Director					
☐ 3.1 Personnel Agenda		A			
8:20 a.m.					
SARA MARQUARDT, Accounting Services Director					
☐ 4.1 Gambling Permit for Holy Family Catholic Church		A			
☐ 4.2 3.2 Malt Liquor License for Dodge County Ag & Mechanical Society		A			
8:30 a.m.					
DUKE HARBAUGH, Facilities and Fleet Manager					
☐ 5.1 Cell Phone Stipend Requests		A			

Dodge County Board of Commissioners
Committee Agenda
Conference Rooms, Government Services Building
Mantorville, MN

COMMITTEE AGENDAS

APRIL 12, 2016 8:00 A.M.

8:00 A.M. CONFERENCE ROOM C 8:00 A.M. PUBLIC SAFETY COMMITTEE Allen & Peterson (Erickson – Alt)		COMMITTEE OF THE WHOLE	
8:15 a.m. **Action Required**	∇	**9:00 a.m.**	
ERIC THOMPSON, Drug Court Coordinator		**MELISSA DEVETTER,** Zoning Administrator	
☐ 1.1 Donation from Hubbell House	A	☐ 1.1 Potential Flood Acquisition Project	A
8:20 a.m.		**9:15 a.m.**	
SCOTT ROSE, Sheriff		**GARY WEIERS,** Associate	
☐ 2.1 Radio Amplifier for Courthouse	A	☐ 2.1 Human Resources/Payroll Project Update	I
8:30 A.M. CONFERENCE ROOM C			
PUBLIC WORKS COMMITTEE			
Peterson & Allen (Tjosaas – Alt)			
8:30 a.m.			
GUY KOHLNHOFER, County Engineer			
☐ 1.1 Mitel Phone Project	A		
☐ 1.2 Award 2016 Bituminous Projects	A		
☐ 1.3 Donation of Picnic Pad at Seminary Park Resolution	A		
☐ 1.4 Resolution Opposing the Zip Rail Project	A		

Dodge County Board of Commissioners
Meeting Agenda
Conference Rooms, Government Services Building
Mantorville, MN

DODGE COUNTY BOARD OF COMMISSIONERS MEETING

APRIL 12, 2016 – 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.**	**STEVEN GRAY,** 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** ☐ Request to Renew Federal Surplus Property Program Application ☐ Gambling Permit for Holy Family Catholic Church ☐ 3.2 Malt Liquor License for Dodge County Ag & Mechanical Society ☐ Award 2016 Bituminous Projects
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.		
2.0 2.1	**9:35 A.M.** 5 Minutes	**LISA HAGER,** Employee Relations Director ☐ Personnel Agenda
3.0 3.1 3.2	**9:40 A.M.** 10 Minutes 5 Minutes	**SCOTT ROSE,** Sheriff ☐ Holiday Pay for Non-Union Employees ☐ Voice Logger Ownership Transfer
4.0 4.1 4.2	**9:55 A.M.** 5 Minutes 5 Minutes	**ROSE CULBERTSON,** Taxpayer Services Director ☐ Review and Approve Bills ☐ Forfeited Land Sale
5.0 5.1 5.2	**10:05 A.M.** 5 Minutes 5 Minutes	**SARA MARQUARDT,** Accounting Services Director ☐ Request to Purchase M100 Precinct Counter for Elections ☐ Request to Purchase DS200 Precinct Scanner & Tabulator
6.0 6.1	**10:15 A.M.** 15 Minutes	**BRENDA JOHNSON,** Southeastern Minnesota League of Municipalities Representative ☐ SE MN Regional Economic Development Study Bill HF3637/SF3379

Dodge County Board of Commissioners
Meeting Agenda
Conference Rooms, Government Services Building
Mantorville, MN

DODGE COUNTY BOARD OF COMMISSIONERS MEETING

APRIL 12, 2016 – 10:30 A.M.

7.0 7.1	**10:30 A.M.** 10 Minutes	**TOM MONSON,** Economic Development Consultant ☐ Business Subsidy Policy Revisions
8.0	**10:40 A.M.** 5 Minutes	**BREAK**
9.0 9.1 9.2	**10:45 A.M.** 5 Minutes 10 Minutes	**PAUL KILTINEN,** County Attorney ☐ Legal Update ☐ Resolution of Claremont Demolition
10.0 10.1 10.2	**11:00 A.M.** 10 Minutes 5 Minutes	**MELISSA DEVETTER,** Zoning Administrator ☐ Planning Commission Recommendations ☐ Potential Flood Acquisition Project
11.0 11.1	**11:15 A.M.** 5 Minutes	**JOHN ALLEN,** Public Safety Committee ☐ Public Works Safety Report • Donation from Hubbell House (Action) • Radio Amplifier for Courthouse (Action)
12.0 12.1	**11:20 A.M.** 5 Minutes	**RODNEY PETERSON,** Public Works Committee ☐ Public Works Committee Report • Mitel Phone Project (Action) • Donation of Picnic Pad at Seminary Park Resolution (Action) • Resolution Opposing the Zip Rail Project (Action)
13.0 13.1	**11:25 A.M** 25 Minutes	**STEVEN GRAY,** Chair ☐ Administration Committee Report • Minutes of the March 22, 2016 Committee of the Whole (Action) • Minutes of the March 22, 2016 Meeting (Action) • Cell Phone Stipend Requests (Action) • ☐ County Commissioner Reports • ☐ County Administrator Update • ☐ Other Deferred Business
14.0	**11:50 A.M.**	**ADJOURN**

Dodge County Board of Commissioners
Meeting Agenda
Conference Rooms, Government Services Building
Mantorville, MN

DODGE COUNTY BOARD OF COMMISSIONERS MEETING

APRIL 12, 2016 – 11:50 A.M.

Coming up in Dodge County:
April 11, 2016 – Board of Adjustments Meeting, 8:00 A.M., Government Services Building, Mantorville, MN.
April 12, 2016 – Employee Recognition Banquet, 1:30 P.M. Government Services Building, Mantorville, MN.
April 14, 2016 – Open Book Meeting, 6:00 P.M., Government Services Building, Mantorville, MN.
April 19, 2016 – Fairview Care Center Meeting, 9:00 A.M., Dodge Center, MN.
April 28, 2016 – Ice Arena Committee Meeting, 5:30 P.M., Kasson City Hall, Kasson, MN.
Dodge County Commissioners may be in attendance at these meetings.

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.

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.	

Memorandum

To: Mayor and City Council

From: Cami Reber

Date: 04/11/2016

Re: EDA Commissioner Appointment

Chair Karl Huppler is and has been a Commissioner of the Mantorville EDA for a number of years. He is currently the Chair person. His term expires this month, April 2016.

At the EDA meeting on Tuesday, April 5, a motion was made by Commissioner Jane Olive, with a second by Commissioner Bob Soland to approve the appointment of Karl Huppler to another six (6) year term on the Mantorville EDA. Karl accepted and the motion passed unanimously.

The City Council should approve the appointment of Karl Huppler to a new 6 six year term on the Mantorville EDA.

PUBLIC NOTICE

The City of Mantorville is seeking proposals to engage the services of a licensed property and casualty insurance agent to serve as its insurance servicing agent of record with respect to all insurance of the City within the scope of insurance policies/coverages including, but not limited to fire, general liability, casualty, public official and other miscellaneous coverages as may be required by the City. This shall not include employee fringe benefits such as group health, life, dental, disability insurance or pensions.

The City currently has insurance coverage through the League of Minnesota Cities Insurance Trust (LMCIT). At this time, the City is not actively pursuing proposal from other carriers and does not expect to do so.

The complete request can be obtained from the City of Mantorville, 21 – 5th Street East, Mantorville, MN 55955, (507) 635-5170 or obtained online at www.mantorville.com. All proposals will be due to the City by 4:00 pm on Thursday, April 7, 2016. The City reserves the right to reject any or all proposals.

Camille C. Reber
City Clerk Treasurer

REQUEST FOR PROPOSALS
CITY INSURANCE AGENT

PUBLISHED DATE: March 23, 2016

PROPOSAL DUE: Thursday, April 7, 2016 at 4:00 pm

LOCATION:
City of Mantorville
21 – 5th Street East
Mantorville, MN 55955
(507) 635-5170 – Telephone
(507) 635-5300 – Fax
cityofmant@kmtel.com – email

CONTACT: Camille C. Reber, City Clerk Treasurer

I. Purpose

The City of Mantorville is inviting qualifications and proposals for an insurance agent to handle the Property/Casualty and other related coverage. The City expects to select an agent who will serve for an indefinite period of time. The City currently has coverage through League of Minnesota Cities Insurance Trust (LMCIT). The City is not actively pursuing proposals from other carriers and does not plan to do so. The City is not seeking proposals for fringe benefits such as health, dental, life, disability insurance or pensions.

II. City Background

The City of Mantorville, located in Dodge County, Minnesota and has a population of 1,197. Mantorville is governed by a City Council composed of a Mayor and four Council Members.

III. Service Description (City Insurance Agent)

The selected agent will perform the following duties:

a. Advise and assist the City in assembling and accurately reporting underwriting data, including updating property values, for rating purposes.
b. Advise and assist the City in evaluating and selecting among coverage alternatives such as deductibles, limits, optional coverages, alternative coverage forms, etc.
c. Review coverage documents and invoices to assure coverage has been correctly issued and billed.
d. Advise the City on potential gaps or overlaps in coverages.
e. Assist the City as requested in submitting claims and interpreting coverage as applied to particular claims.
f. Review loss reports for correct reporting, appropriate reserves, etc.
g. Assist as requested with safety and loss control activities.
h. Assist the City in identifying risk exposures and developing appropriate strategies.
i. Other responsibilities as requested by the City.

IV. Qualifications

Please Provide:

a. The identity of each person who will be supplying services to the City and a description of his or her experience and the insurance licenses he or she holds.
b. A brief history of the agency, including but not limited to size, specialty areas, and a description of the firm's experience working with municipal clients.
c. The name and telephone number of three client references.
d. A description of any conflicts or potential or perceived conflicts of interest that would arise from providing services to the City.
e. A detailed description of any and all commissions, fees, costs, expenses, and other charges being proposed.

V. Other information

a. Responses must provide complete information as described in this request. One copy shall be submitted by 4:00 pm on Thursday April 7, 2016 to the following address:

City of Mantorville
Attn: Camille Reber, City Clerk Treasurer
21 – 5th Street East, PO Box 188
Mantorville, MN 55955

All proposals shall become the property of the City. The City may, in its option, request an oral presentation prior to selection. Notification will be given if such meetings are required. The City reserves the right to request clarification on the information submitted, to request additional information as needed and the right to negotiate with any party and on any matter and to select an agent based on any combination of criteria deemed appropriate by the City. The City reserves the right to reject any or all proposals.

CITY OF MANTORVILLE
INSURANCE AND PREMIUM 2015/2016

COVERAGE	COMPANY	ESTIMATED PREMIUM
Property	LMCIT	$10,739
Mobile Property	LMCIT	$ 3,212
Municipal Liability	LMCIT	$ 4,367
Automobile Liability	LMCIT	$ 1,195
Automobile Physical Damage	LMCIT	$ 2,738
Bond	LMCIT	$ 410