

MANTORVILLE CITY COUNCIL MEETING AGENDA
MONDAY, OCTOBER 12, 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 September 28, 2015
 - b) Warrant List October 12, 2015
 - c) Dodge County Commissioners Meeting Agenda October 13, 2015
 - d) September Sheriff's Report
 - e) Request for Comment on Land Use Proposal - DC Environmental Services
5. Public Concerns
6. Public Hearing
 - a) 6:35 pm - Variance for Garage Addition 448 sq. ft.
7. Old Business/New Business
 - a) RESOLUTION 2015-22 A RESOLUTION GRANTING A VARIANCE FOR THE PROPERTY LOCATED AT 907 NORTH MAIN STREET
 - b) Fire Department Applicant Approval
 - c) RESOLUTION 2015-23 A RESOLUTION TO APPROVE FUND TRANSFERS FOR THE YEAR 2015
 - d) RESOLUTION 20105-24 A RESOLUTION ACCEPTING A DONATION TO THE CITY OF MANTORVILLE
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, SEPTEMBER 28, 2015
6:30 PM

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

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

Others Present: Gene Westphal, Mark Hansen, Will Lambert, Ryan Christianson, Dan Trapp, Scott and Koreen Seim, JJ Williams, Scott Prins, Gretta Becay, Scott Larsen and Cami Reber.

2. **Pledge of Allegiance** - Done

3. **Additions/Deletions to Agenda**

Addition: 7 h) Request from Scott and Koreen Seim

7 i) Acceptance of a gift

4. **Consent Agenda**

Motion made by Member Hofstad, second by Member Blair to approve the consent agenda as follows:

- a) City Council Meeting Minute's September 14, 2015 and September 21, 2015
- b) Warrant List September 28, 2015
- c) Dodge County Planning Public Hearing Notice
- d) 2016 PERA Rate Increase Aid Notice
- e) Notice of CEDA Regional Marketing Discussion Meeting

Motion passed unanimously.

5. **Public Concerns**

6. **Public Hearing** - none

7. **Old Business/New Business**

- a) **Review Applications and Appointment of Council Seat Opening**

The City received 2 applications for filling the current vacancy on the City Council. Those are Will Lambert and Ryan Christianson. The Mayor noted some expected levels of time commitment of the appointment. Member Hofstad asked the two candidates about their goals and what they would like to see accomplished in the City. Mayor Bradford asked about their motivation for why they want to be on Council and what they hope to get done. No other questions were presented to the applicants.

Mayor Bradford asked Council Members for their preference in making the appointment. They did a ballot type process which both applicants got an equal number of votes. The Mayor then did a coin toss. Motion made by Member Blair, second by Member Roth to appoint Will Lambert to the open Council Member seat. Member Blair noted that either candidate would have been completely qualified for the seat. Motion passed unanimously. Will Lambert was then sworn in.

- b) **RESOLUTION 2015-18 A RESOLUTION AUTHORIZING THE CERTIFICATION OF UNPAID CHARGES TO THE DODGE COUNTY AUDITOR**

Motion made by Member Blair, second by Member Hofstad to approve Resolution 2015-18, A RESOLUTION AUTHORIZING THE CERTIFICATION OF UNPAID CHARGES TO THE DODGE COUNTY AUDITOR. Motion passed unanimously.

c) RESOLUTION 2015-19 A RESOLUTION AMENDING THE TIME LIMIT FOR THE COMPLETION OF AN ACCESSORY STRUCTURE AND THE COMMENCEMENT OF BUSINESS OPERATIONS

Motion made by Member Blair, second by Member Roth to approve RESOLUTION 2015-19 A RESOLUTION AMENDING THE TIME LIMIT FOR THE COMPLETION OF AN ACCESSORY STRUCTURE AND THE COMMENCEMENT OF BUSINESS OPERATION. Motion passed unanimously.

d) RESOLUTION 2015-20 A RESOLUTION REQUESTING CROSSWALKS ON HIGHWAY 57

This is part of a long term plan being talked about with the County, to install crosswalks. Because it is over a State Highway, there is a formal application process required which entails the passing of a resolution. MN DOT has reviewed the request and it does meet their requirements for site distance. Motion made by Member Blair, second by Member Hofstad to approve RESOLUTION 2015-20 A RESOLUTION REQUESTING CROSSWALKS ON HIGHWAY 57. Motion passed unanimously.

e) RESOLUTION 2015-21 A RESOLUTION SETTING THE PUBLIC HEARING DATE FOR THE ASSESSMENT OF AN OUTSTANDING AMOUNT DUE THE CITY

Motion made by Member Blair, second by Member Roth to approve RESOLUTION 2015-21 A RESOLUTION SETTING THE PUBLIC HEARING DATE FOR THE ASSESSMENT OF AN OUTSTANDING AMOUNT DUE THE CITY. Motion passed unanimously.

f) 2016 Street Projects Review

City Engineer Tim Hruska presented numbers to the Council for road improvement projects the Council is considering for 2016. 5th Street East – options include to reconstruct the east portion of 5th street from the S curve, before Bergman Drive to the end, \$210,000. All of 5th Street, from highway intersection to the end, to reclaim and pave the highway up to the S curve then reconstruct the rest \$475,000. A complete reconstruct from the highway to the end, to include new concrete work on sidewalks and installing valley drains, curb and gutter, \$700,000.

Tim also gave updated numbers for adding the bike path to the north side of 5th Street, from Blanch to Bergmann, and it came in just short of \$500,000. The driver of this cost includes 3 large pipes (box culvert) that need to be extended plus a large section of retaining wall that is also needed. This would entail curb and gutter to separate the road way from the bike path. It doesn't meet a State Trail but it would keep everything in the right of way and get a barrier between the traffic.

He also noted that Golfview has been a project looked at previously but we have postponed until we know what we are going to do with sanitary sewer on the SE part of town. Stagecoach was looked at this year and postponed but came in at \$35,000 to redo the West half of it; reclaim and repave that portion. Golfview previously came in at \$75,000 but is a couple of years old. Mike will start to plug these into our CIP so the Council can begin planning.

g) WWTP Update

The MPCA gave preliminary approval today on the facility plan. That puts us on the IUP and makes us loan eligible and in the position to apply for a point source grant. Kasson is on a parallel schedule and are planning a phased approach for their WW Plant expansion. Phase 1 is the equalization piece; \$3.8 million for the install of a 4.3 million gallon retention tank. This is a lower cost to the City of Mantorville than was originally projected. (17% of the \$3.8million) In 5-10 years the second phase will be completed.

h) Scott and Koreen Seim

Koreen Seim spoke to the Council about a large benefit that will be held at the Saloon on October 24. It is for a local resident, Jared More, and it is expected to be quite large. There will be a live auction that will start at 5:30 pm and will last until 10:00 pm. They are planning to set up a tent on the 23rd so it is ready. Tables and chairs for auction items will be under the tent. They are having a DJ for music on the inside of the bar. The request is to have a portable bar under the tent from 3 pm – 9pm in order to accommodate the very large crowd that is expected. It will all be fenced in, secured and taken down at 9:00 pm. Motion made by Member Roth, second by Member Hofstad to approve the request. Member Blair clarified that the approval is for the serving of the alcohol from 3:00-9:00 pm outside the bar and to allow the drinking of alcohol under the tent/fenced in area until 12:00 pm. Motion passed unanimously.

i) Acceptance of a Gift

Gene Westphal and Mark Hansen, representing the Dodge County Republicans, presented the City with 3 American flags. The flags have been flown over the State Capital and are being presented in dedication to all of the veterans past and present. Mayor Bradford accepted them pending a formal resolution being passed at the next meeting.

8. TBD

a) Public Works Report - Scott reported on flushing hydrants during the week of October 12; cleaned out storm drains, catch basin on 9th was pumped out, trying to keep up with 5th Street, and asked about getting a rep in from Ziegler to see what the options are for a mini loader. He also asked about taking the V Plow from the grader and have it painted with Mantorville Public Works and placed at the entry of the City shop.

b) City Clerk Report – noted the press release for the ZWP Project that was handed out, DC Public Health requested to use Council Chambers for the flu clinic, confirmed Mike B being here at the October 26 meeting, and gave an update on Anthony Hofstad volunteering time for his Community Actions class until the first part of November.

c) Consultant Report – none

d) Committee Report

- Fire Department- Member Hofstad noted that Fire Prevention Week is coming up
- KM Joint Powers – Mayor Bradford noted their meeting discussion about Mantor Field and possible use next year. They have their own street sweeper that maybe we can look into and asked Scott to touch base with them.

e) Council Member Report

- Member Lambert – none
- Member Roth - none
- Member Hofstad – offered his welcome to new Member Will Lambert.
- Member Blair – none

f) Mayor Report - none

9. Executive Session - none

10. Adjourn – Motion made by Member Blair, second by Member Lambert to adjourn the meeting at 7:32 pm. Motion passed unanimously.

*Check Summary Register©

October 2015

Name	Check Date	Check Amt	
10100 Citizens State Bank			
UnPaid	JOE ADAMS	\$191.73	REIMBURSEMENT FOR BOOTS PER POLIC
UnPaid	AFLAC	\$38.40	SUPPLEMENTAL EMPLOYEE PAID INSURA
UnPaid	BOUND TREE MEDICAL, LLC	\$297.50	FOAMING HAND RINSE
UnPaid	BUREAU OF CRIMINAL APPREH	\$15.00	BACKGROUND CHECK - FIRE DEPARTMEN
UnPaid	CASEYS GENERAL STORES INC	\$313.43	VEHICLE FUEL
UnPaid	CMS - CONSTRUCTION MGMT.S	\$1,245.37	SEPTEMBER BUILDING INSPECTIONS
UnPaid	CULLIGAN	\$9.50	BOTTLED WATER
UnPaid	DODGE COUNTY PRINTING	\$171.00	1000 MANTORVILLE FLYERS
UnPaid	DODGE COUNTY SHERIFF	\$21,294.00	OCTOBER SHERIFFS CONTRACT
UnPaid	DODGE MEDIA, INC	\$495.72	FIRE DEPT CITY HALL OPEN HOUSE AD
UnPaid	FIRE SAFETY USA, INC	\$140.00	CAL GAS ZERO PPM
UnPaid	GOPHER STATE ONE CALL	\$20.30	SEPTEMBER 2015 LOCATES
UnPaid	HEALTHSMART BENEFIT SOLUT	\$32.00	EMPLOYEE PAID LIFE INSURANCE
UnPaid	HERO, JORSTAD & JACOBSEN,	\$1,130.00	SEPTEMBER PROSECUTING LEGAL FEES
UnPaid	IMAGES ON METAL	\$126.54	JOE ADAMS - UNIFORMS PER POLICY
UnPaid	KASSON HARDWARE HANK	\$559.87	BROOMS/WASHBASKET
UnPaid	KENNEDY & GRAVEN, CHARTER	\$3,577.95	GENERAL CITY MATTERS
UnPaid	K-M TELECOM	\$504.68	CITY HALL MAIN 5170
UnPaid	LUSHINSKY, PAUL	\$86.99	REIMBURSEMENT FOR EMT SUPPLIES
UnPaid	MANTORVILLE FD RELIEF ASSO	\$18,645.03	FIRE AID 2015
UnPaid	MAXSON ELECTRIC	\$222.50	BRIDGE LIGHT REPAIR
UnPaid	MEDICO LIFE & HEALTH INSURA	\$286.90	EMPLOYEE PAID LIFE INSURANCE
UnPaid	MINNESOTA ENERGY RESOURC	\$268.96	GAS UTILITY SERVICES
UnPaid	MN RURAL WATER ASSN	\$250.00	MEMBERSHIP RENEWAL
UnPaid	MOPS AND BUCKETS, LLC	\$53.44	CLEANING CITY HALL
UnPaid	NAPA	\$266.88	WEATHER STRIPPING SHOP
UnPaid	ON SITE SANITATION	\$240.00	PORT A POTTY @ SLINGERLAND
UnPaid	PITNEY BOWES INC	\$199.00	SEPTEMBER POSTAGE
UnPaid	PREFERRED HEATING & COOLI	\$189.60	AC REPAIR AT CITY HALL
UnPaid	R & M STEEL	\$19.44	STEEL FOR SPEED BUMP SIGN IN CAMPG
UnPaid	SARGENTS	\$1,262.82	TREES AT RIVERSIDE PARK
UnPaid	SERVOCAL INSTRUMENTS	\$300.00	SEMI ANNUAL CALIBRATION
UnPaid	STUSSY CONSTRUCTION INC	\$187.49	RIVER ROCK FOR CITY HALL
UnPaid	WASTE MANAGEMENT	\$115.71	GARBAGE REMOVAL
	Total Checks	\$52,757.75	

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Payments

Current Period: October 2015

Batch Name	WAR 10 12 15	User Dollar Amt	\$59,681.91		
	Payments	Computer Dollar Amt	\$59,681.91		
			\$0.00	In Balance	
Refer	0 GOPHER STATE ONE CALL				
Cash Payment	E 601-49400-300 Professional Svcs (GEN	SEPTEMBER 2015 LOCATES			\$20.30
Invoice	147267 10/12/2015				
Transaction Date	10/2/2015	Citizens State Bank	10100	Total	\$20.30
Refer	0 HEALTHSMART BENEFIT SOLUTIO				
Cash Payment	G 101-21711 Life Insurance Payable	EMPLOYEE PAID LIFE INSURANCE			\$32.00
Invoice	OCTOBER 2015 10/12/2015				
Transaction Date	10/2/2015	Citizens State Bank	10100	Total	\$32.00
Refer	0 HERO, JORSTAD & JACOBSEN, P.				
Cash Payment	E 101-41600-304 Legal Fees	SEPTEMBER PROSECUTING LEGAL FEES			\$1,130.00
Invoice	1332 10/12/2015				
Transaction Date	10/2/2015	Citizens State Bank	10100	Total	\$1,130.00
Refer	0 IMAGES ON METAL				
Cash Payment	E 101-41940-417 Uniforms	JOE ADAMS - UNIFORMS PER POLICY			\$126.54
Invoice	AUGUST 2015 10/12/2015				
Transaction Date	10/2/2015	Citizens State Bank	10100	Total	\$126.54
Refer	0 KENNEDY & GRAVEN, CHARTERE				
Cash Payment	E 101-41600-304 Legal Fees	GENERAL CITY MATTERS			\$1,770.00
Invoice	MARCH 2015 10/12/2015				
Cash Payment	E 101-41600-304 Legal Fees	REAL ESTATE MATTERS			\$351.50
Invoice	MARCH 2015 10/12/2015				
Cash Payment	E 101-46500-437 Other Miscellaneous	LEGAL SERVICES EDA			\$1,363.95
Invoice	MARCH 2015 10/12/2015				
Cash Payment	E 101-41600-304 Legal Fees	LEGAL SERVICES TRAPP			\$37.00
Invoice	MARCH 2015 10/12/2015				
Cash Payment	E 101-41600-304 Legal Fees	LEGAL SERVICES 408 WEST STREET			\$55.50
Invoice	MARCH 2015 10/12/2015				
Transaction Date	10/2/2015	Citizens State Bank	10100	Total	\$3,577.95
Refer	0 MANTORVILLE FD RELIEF ASSOC.				
Cash Payment	E 101-42200-126 Fire State Aid - Relief As	FIRE AID 2015			\$14,979.86
Invoice	OCT 2015 10/12/2015				
Cash Payment	E 101-42200-126 Fire State Aid - Relief As	SUPP FIRE AID 2015			\$3,665.17
Invoice	OCT 2015 10/12/2015				
Transaction Date	10/2/2015	Citizens State Bank	10100	Total	\$18,645.03
Refer	0 MN RURAL WATER ASSN				
Cash Payment	E 601-49400-433 Dues and Memberships	MEMBERSHIP RENEWAL			\$250.00
Invoice	NOV 2015-2016 10/12/2015				
Transaction Date	10/2/2015	Citizens State Bank	10100	Total	\$250.00
Refer	0 PREFERRED HEATING & COOLIN				
Cash Payment	E 101-41940-220 Bldg.Repair and Mainten	AC REPAIR AT CITY HALL			\$189.60
Invoice	3047 10/12/2015				
Transaction Date	10/2/2015	Citizens State Bank	10100	Total	\$189.60
Refer	0 SARGENTS				

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Payments

Current Period: October 2015

Cash Payment	E 101-45200-500 Capital Outlay	TREES AT RIVERSIDE PARK		\$1,262.82
Invoice	1-146715 10/12/2015			
Transaction Date	10/5/2015	Citizens State Bank 10100	Total	\$1,262.82
Refer	0 JOE ADAMS			
Cash Payment	E 101-43100-229 Safety/OSHA	REIMBURSEMENT FOR BOOTS PER POLICY		\$191.73
Invoice	OCTOBER 2015 10/12/2015			
Transaction Date	10/5/2015	Citizens State Bank 10100	Total	\$191.73
Refer	0 ON SITE SANITATION			
Cash Payment	E 101-45200-410 Rentals	PORT A POTTY @ DENNISON		\$65.00
Invoice	5201 10/12/2015			
Cash Payment	E 603-45183-410 Rentals	PORT A POTTY @ RV PARK		\$65.00
Invoice	5201 10/12/2015			
Cash Payment	E 101-45200-410 Rentals	PORT A POTTY @ SLINGERLAND		\$110.00
Invoice	5201 10/12/2015			
Transaction Date	10/6/2015	Citizens State Bank 10100	Total	\$240.00
Refer	0 MN PERA	Ck# 004946 10/12/2015		
Cash Payment	G 101-21704 PERA	EMPLOYEE RETIREMENT		\$834.71
Invoice	2015-PR20 10/12/2015			
Transaction Date	10/6/2015	Citizens State Bank 10100	Total	\$834.71
Refer	0 PAYMENT SERVICE NETWORK, IN	Ck# 004948 10/12/2015		
Cash Payment	E 601-49400-300 Professional Svcs (GEN	SEPTEMBER SERVICE FEES		\$68.45
Invoice	115950 10/12/2015			
Transaction Date	10/6/2015	Citizens State Bank 10100	Total	\$68.45
Refer	0 K-M TELECOM			
Cash Payment	E 101-41940-321 Communications Phone/	CITY HALL MAIN 5170		\$109.49
Invoice	1224996 10/12/2015			
Cash Payment	E 101-41940-321 Communications Phone/	CITY HALL FAX 5300		\$30.00
Invoice	1224996 10/12/2015			
Cash Payment	E 101-42200-321 Communications Phone/	FD 5440		\$30.00
Invoice	1224996 10/12/2015			
Cash Payment	E 101-41940-321 Communications Phone/	STREETS - SHOP - 5119		\$73.99
Invoice	1224996 10/12/2015			
Cash Payment	E 601-49400-321 Communications Phone/	WATER TOWER ALARM 3588		\$40.00
Invoice	1224996 10/12/2015			
Cash Payment	E 602-49450-321 Communications Phone/	LIFT STATION ALARM 5066		\$30.00
Invoice	1224996 10/12/2015			
Cash Payment	E 602-49450-321 Communications Phone/	WWTP 5413		\$30.00
Invoice	1224996 10/12/2015			
Cash Payment	E 602-49450-321 Communications Phone/	WWTP 5463		\$79.99
Invoice	1224996 10/12/2015			
Cash Payment	E 101-41940-321 Communications Phone/	CITY HALL - 5176 - 2ND LINE		\$33.90
Invoice	1224996 10/12/2015			
Cash Payment	E 101-46500-437 Other Miscellaneous	EDA #800		\$2.00
Invoice	1224996 10/12/2015			
Cash Payment	E 101-41940-321 Communications Phone/	LONG DISTANCE/TAXES/FEES		\$45.31
Invoice	1224996 10/12/2015			
Transaction Date	10/6/2015	Citizens State Bank 10100	Total	\$504.68
Refer	0 STUSSY CONSTRUCTION INC			

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Payments

Current Period: October 2015

Cash Payment	E 101-41940-220 Bldg.Repair and Mainten	RIVER ROCK FOR CITY HALL		\$27.99
Invoice	41010	10/12/2015		
Cash Payment	E 101-43100-224 Street Maint Materials	ROAD ROCK		\$159.50
Invoice	41010	10/12/2015		
Transaction Date	10/6/2015	Citizens State Bank	10100	Total \$187.49
Refer	0 CMS - CONSTRUCTION MGMT.SE			
Cash Payment	E 101-42400-300 Professional Svcs (GEN	SEPTEMBER BUILDING INSPECTIONS		\$1,245.37
Invoice	15-918	10/12/2015		
Transaction Date	10/6/2015	Citizens State Bank	10100	Total \$1,245.37
Refer	0 PITNEY BOWES INC			
Cash Payment	E 101-41500-322 Postage	SEPTEMBER POSTAGE		\$199.00
Invoice	2015 OCTOBER	10/12/2015		
Transaction Date	10/6/2015	Citizens State Bank	10100	Total \$199.00
Refer	0 AFLAC			
Cash Payment	G 101-21710 AFLAC	SUPPLEMENTAL EMPLOYEE PAID INSURANCE		\$38.40
Invoice	067531	10/12/2015		
Transaction Date	10/6/2015	Citizens State Bank	10100	Total \$38.40
Refer	0 CULLIGAN			
Cash Payment	E 101-41940-200 Supplies	BOTTLED WATER		\$9.50
Invoice	133281	10/12/2015		
Transaction Date	10/6/2015	Citizens State Bank	10100	Total \$9.50
Refer	0 WASTE MANAGEMENT			
Cash Payment	E 101-41940-384 Refuse/Garbage Dispos	GARBAGE REMOVAL		\$115.71
Invoice	3042739-2760-4	10/12/2015		
Transaction Date	10/6/2015	Citizens State Bank	10100	Total \$115.71
Refer	0 MINNESOTA ENERGY			
Cash Payment	E 101-41940-380 Utility Services	GAS UTILITY SERVICES		\$50.09
Invoice	2015 OCTOBER	10/12/2015		
Cash Payment	E 101-41940-380 Utility Services	GAS UTILITY SERVICES		\$50.09
Invoice	2015 OCTOBER	10/12/2015		
Cash Payment	E 101-41940-380 Utility Services	GAS UTILITY SERVICES		\$21.24
Invoice	2015 OCTOBER	10/12/2015		
Cash Payment	E 101-42200-380 Utility Services	GAS UTILITY SERVICES		\$67.61
Invoice	2015 OCTOBER	10/12/2015		
Cash Payment	E 601-49400-380 Utility Services	GAS UTILITY SERVICES		\$21.24
Invoice	2015 OCTOBER	10/12/2015		
Cash Payment	E 602-49450-380 Utility Services	GAS UTILITY SERVICES		\$37.45
Invoice	2015 OCTOBER	10/12/2015		
Cash Payment	E 101-41940-380 Utility Services	GAS UTILITY SERVICES		\$21.24
Invoice	2015 OCTOBER	10/12/2015		
Transaction Date	10/6/2015	Citizens State Bank	10100	Total \$268.96
Refer	0 R & M STEEL			
Cash Payment	E 603-45183-400 Repairs & Maint Cont (G	STEEL FOR SPEED BUMP SIGN IN CAMPGROUND		\$19.44
Invoice	SEPTEMBER 20	10/12/2015		
Transaction Date	10/6/2015	Citizens State Bank	10100	Total \$19.44
Refer	0 NAPA			

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Payments

Current Period: October 2015

Cash Payment	E 101-43100-200 Supplies	WEATHER STRIPPING SHOP		\$8.75
Invoice	214565	10/12/2015		
Cash Payment	E 602-49450-220 Bldg.Repair and Mainten	WWTP BLOWERS		\$131.12
Invoice	214779	10/12/2015		
Cash Payment	E 101-43100-228 Equip. Repair and Maint	HOSE FITTINGS FOR TRACTOR BUCKET		\$31.06
Invoice	215078	10/12/2015		
Cash Payment	E 101-43100-228 Equip. Repair and Maint	BRAKE CLEANER SHOP		\$8.07
Invoice	215080	10/12/2015		
Cash Payment	E 101-43100-228 Equip. Repair and Maint	12V PLUG CHARGER FOR HAND HELD		\$2.39
Invoice	215391	10/12/2015		
Transaction Date	10/6/2015	Citizens State Bank	10100	Total \$181.39
Refer	0 MOPS AND BUCKETS, LLC			
Cash Payment	E 101-41940-439 Janitors	CLEANING CITY HALL		\$53.44
Invoice	OCT 2015	10/12/2015		
Transaction Date	10/7/2015	Citizens State Bank	10100	Total \$53.44
Refer	0 DODGE MEDIA, INC			
Cash Payment	E 101-41110-352 Publishing	FIRE DEPT CITY HALL OPEN HOUSE AD		\$185.00
Invoice	SEPT 2015	10/12/2015		
Cash Payment	E 101-42200-437 Other Miscellaneous	FD PANCAKE BREAKFAST MARIGOLD DAYS AD		\$185.00
Invoice	SEPT 2015	10/12/2015		
Cash Payment	E 101-41110-352 Publishing	ORDINANCE NOTICE AD		\$71.84
Invoice	SEPT 2015	10/12/2015		
Cash Payment	E 101-41110-352 Publishing	PUBLIC HEARING NOTICE AD		\$53.88
Invoice	SEPT 2015	10/12/2015		
Transaction Date	10/7/2015	Citizens State Bank	10100	Total \$495.72
Refer	0 BUREAU OF CRIMINAL APPREHEN			
Cash Payment	E 101-42200-437 Other Miscellaneous	BACKGROUND CHECK - FIRE DEPARTMENT NEW APPLICANT JAY LUNDBERG		\$15.00
Invoice	OCT 2015	10/12/2015		
Transaction Date	10/8/2015	Citizens State Bank	10100	Total \$15.00
Refer	0 CASEYS GENERAL STORES INC			
Cash Payment	E 602-49450-212 Motor Fuels	VEHICLE FUEL		\$180.22
Invoice	SEPT 2015	10/12/2015		
Cash Payment	E 101-42200-212 Motor Fuels	FD VEHICLE FUEL		\$133.21
Invoice	SEPT 2015	10/12/2015		
Transaction Date	10/8/2015	Citizens State Bank	10100	Total \$313.43
Refer	0 BOUND TREE MEDICAL, LLC			
Cash Payment	E 101-42200-311 First Responder Train/Eq	FOAMING HAND RINSE		\$78.92
Invoice	81904731	10/12/2015		
Cash Payment	E 101-42200-311 First Responder Train/Eq	TOURNIQUET, SCISSORS, DEFIB PADS		\$218.58
Invoice	8190758	10/12/2015		
Transaction Date	10/8/2015	Citizens State Bank	10100	Total \$297.50
Refer	0 MEDICO			
Cash Payment	G 101-21711 Life Insurance Payable	EMPLOYEE PAID LIFE INSURANCE		\$286.90
Invoice	2015 OCT	10/12/2015		
Transaction Date	10/8/2015	Citizens State Bank	10100	Total \$286.90
Refer	0 SERVOCAL INSTRUMENTS			

Payments

Current Period: October 2015

Cash Payment	E 602-49450-300 Professional Svcs (GEN	SEMI ANNUAL CALIBRATION		\$300.00
Invoice 7111	10/12/2015			
Transaction Date	10/8/2015	Citizens State Bank	10100	Total \$300.00
Refer	0 BLUE CROSS BLUE SHIELD OF MI	Ck# 004947	10/12/2015	
Cash Payment	G 101-21706 Hospitalization/Medical Ins	OCTOBER GROUP HEALTH INSURANCE		\$6,021.00
Invoice OCT 2015	10/12/2015			
Transaction Date	10/8/2015	Citizens State Bank	10100	Total \$6,021.00
Refer	0 FIRE SAFETY USA, INC			
Cash Payment	E 101-42200-240 Tools and Minor Equipm	CAL GAS ZERO PPM		\$140.00
Invoice 81893	10/12/2015			
Transaction Date	10/8/2015	Citizens State Bank	10100	Total \$140.00
Refer	0 LUSHINSKY, PAUL			
Cash Payment	E 101-42200-311 First Responder Train/Eq	REIMBURSEMENT FOR EMT SUPPLIES		\$86.99
Invoice 204289	10/12/2015			
Transaction Date	10/8/2015	Citizens State Bank	10100	Total \$86.99
Refer	0 NAPA			
Cash Payment	E 101-42200-217 Other Operating Supplie	TRUCK CLEANING SUPPLIES		\$85.49
Invoice 213984	10/12/2015			
Transaction Date	10/8/2015	Citizens State Bank	10100	Total \$85.49
Refer	0 MAXSON ELECTRIC			
Cash Payment	E 101-43160-381 Electric Utilities	BRIDGE LIGHT REPAIR		\$222.50
Invoice 5212	10/12/2015			
Transaction Date	10/8/2015	Citizens State Bank	10100	Total \$222.50
Refer	0 KASSON HARDWARE HANK			
Cash Payment	E 101-42200-437 Other Miscellaneous	BROOMS/WASHBASKET		\$96.97
Invoice 264899	10/12/2015			
Cash Payment	E 603-45183-400 Repairs & Maint Cont (G	PARTS FOR SIGN FOR CAMPGROUND		\$14.44
Invoice 265527	10/12/2015			
Cash Payment	E 101-45200-200 Supplies	LIONS SIGN PARTS		\$25.45
Invoice 264876	10/12/2015			
Cash Payment	E 101-43100-200 Supplies	PAINT FOR BUS STOP		\$85.48
Invoice 264843	10/12/2015			
Cash Payment	E 101-45200-200 Supplies	TRASH BAGS, TRIMMER LINE, RAKE, FUMIGATOR		\$141.94
Invoice 265128,073,026,	10/12/2015			
Cash Payment	E 101-43100-200 Supplies	PAPER TOWELS, V BELT, MOUSE POISION		\$139.93
Invoice 264913,356	10/12/2015			
Cash Payment	E 101-42200-437 Other Miscellaneous	STAPLE GUN, STAPLES, CABLE TIES		\$55.66
Invoice 265098	10/12/2015			
Transaction Date	10/8/2015	Citizens State Bank	10100	Total \$559.87
Refer	0 DODGE COUNTY PRINTING			
Cash Payment	E 101-46500-437 Other Miscellaneous	1000 MANTORVILLE FLYERS		\$171.00
Invoice JUNE 2015	10/12/2015			
Transaction Date	10/8/2015	Citizens State Bank	10100	Total \$171.00
Refer	0 DODGE COUNTY SHERIFF			
Cash Payment	E 101-42100-310 Other Professional Servi	OCTOBER SHERIFFS CONTRACT		\$7,098.00
Invoice 4TH QTR 2015	10/12/2015			

CITY OF MANTORVILLE

10/09/15 10:54 AM

Page 6

Payments

Current Period: October 2015

Cash Payment	E 101-42100-310 Other Professional Servi	NOVEMBER SHERIFFS CONTRACT		\$7,098.00
Invoice	4TH QTR 2015	10/12/2015		
Cash Payment	E 101-42100-310 Other Professional Servi	DECEMBER SHERIFFS CONTRACT		\$7,098.00
Invoice	4TH QTR 2015	10/12/2015		
Transaction Date	10/9/2015	Citizens State Bank	10100	<u>Total</u> \$21,294.00

Fund Summary

	10100 Citizens State Bank	
101 GENERAL FUND		\$58,394.26
601 WATER FUND		\$399.99
602 SEWER FUND		\$788.78
603 RV PARK		\$98.88
		<u>\$59,681.91</u>

Pre-Written Checks	\$6,924.16
Checks to be Generated by the Computer	\$52,757.75
Total	<u>\$59,681.91</u>

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

COMMITTEE AGENDAS

OCTOBER 13, 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 Tjosaa & Gray (Erickson - Alt)
8:30 a.m.	8:30 a.m.
BECKY LUBAHN , Executive Assistant	Action Required
<input type="checkbox"/> 1.1 Minutes of the September 22, 2015 Committee of the Whole	A
<input type="checkbox"/> 1.2 Minutes of the September 22, 2015 Meeting	A
8:35 a.m.	< NO ITEMS SUBMITTED THIS WEEK >
ROSE CULBERTSON , Taxpayer Services Director	
<input type="checkbox"/> 2.1 Review Bills	A
8:40 a.m.	
LISA HAGER , Employee Relations Director	
<input type="checkbox"/> 3.1 Personnel Agenda	A
	Action Required
	V

Dodge County Board of Commissioners
Meeting Agenda
Commissioner's Room, Government Services Building
Mantorville, MN

DODGE COUNTY BOARD OF COMMISSIONERS MEETING

OCTOBER 13, 2015 – 9:30 A.M.

ALL TIMES LISTED ARE APPROXIMATE AND MAY BE DISCUSSED AT ANY TIME UNLESS IT IS A SCHEDULED PUBLIC HEARING.		
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	-	CONSENT AGENDA <input type="checkbox"/> SEEMS Joint Powers Agreement <input type="checkbox"/> Emergency Management Performance Grant <input type="checkbox"/> Approval of 2016–2017 Natural Resources Block Grant
<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. 15 Minutes	MIKE STAGMAN, Dodge County Youth Hockey Association President <input type="checkbox"/> Discussion of Second Sheet of Ice Attached to Dodge County Ice Arena
3.0 3.1	9:50 A.M. 5 Minutes	MARK GAMM, Environmental Services Director <input type="checkbox"/> Establish Dedicated Account
4.0 4.1 4.2	9:55 A.M. 5 Minutes 5 Minutes	LISA HAGER, Employee Relations Director <input type="checkbox"/> Personnel Agenda <input type="checkbox"/> Letter of Agreement – Teamsters Union Pay Scale Update
5.0 5.1	10:05 A.M. 10 Minutes	MELISSA DEVETTER, Zoning Administrator <input type="checkbox"/> Planning Commission Recommendations
6.0 6.1	10:15 A.M. 5 Minutes	ROSE CULBERTSON, Taxpayer Services Director <input type="checkbox"/> Review and Approve Bills
7.0 7.1	10:20 A.M. 5 Minutes	PAUL KILTINEN, County Attorney <input type="checkbox"/> Legal Update

Dodge County Board of Commissioners
Meeting Agenda
Commissioner's Room, Government Services Building
Mantorville, MN

DODGE COUNTY BOARD OF COMMISSIONERS MEETING

OCTOBER 13, 2015 – 10:25 A.M.

8.0 8.1	10:25 A.M. 25 Minutes	JOHN ALLEN, Chair <input type="checkbox"/> Administration Committee Report <ul style="list-style-type: none"> • Minutes of the September 22, 2015 Committee of the Whole (Action) • Minutes of the September 22, 2015 Meeting (Action) <ul style="list-style-type: none"> • <input type="checkbox"/> County Commissioner Reports • <input type="checkbox"/> County Administrator Update • <input type="checkbox"/> Other Deferred Business
9.0	10:50 A.M.	ADJOURN

Coming up in Dodge County:

October 20, 2015 – Fairview Care Center Meeting, 9:00 A.M., Dodge Center, MN.

October 22, 2015 – Ice Arena Committee Meeting, 5:30 P.M., City Hall, Kasson, MN.

October 23, 2015 – Dodge-Steele Community Health Board Meeting, 8:00 A.M., Public Health/Service Center, Dodge Center, MN.

October 26, 2015 – AMC District Meeting, 8:00 A.M., Cannon River Winery, Cannon Falls, MN.

October 26 2015 – Community Corrections Task Force Meeting, 12:00 P.M., Government Services Building, Mantorville, MN.

October 26, 2015 – Building Committee Meeting, 3:00 P.M., Government Services Building, Mantorville, 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	
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.	

10/07/2015

City Mantorville
 Date 9/1/2015 thru 9/30/2015

<u>Agency</u>	<u>Incident_Nr</u>	<u>Location</u>	<u>LocCity</u>	<u>Activity</u>
S	201500008231	820 Cr 12	Mantorville	Missing Person
S	201500008003	22 6th St E	Mantorville	Disturbance
S	201500008050	515 West St	Mantorville	Alarm
S	201500008313	22 6th St E	Mantorville	Probation Violation
S	201500008355	507 Chestnut St	Mantorville	Disturbance
S	201500008359	321 Main St N	Mantorville	Disturbance
K	201500002741	820 Chestnut St	Mantorville	Assist Other Agency
K	201500002948	507 Chestnut St	Mantorville	Assist Other Agency
S	201500008222	721 Main St N	Mantorville	Open Door
S	201500008271	321 5th St W	Mantorville	Miscellaneous
S	201500008281	16 5th St W	Mantorville	Miscellaneous
S	201500008343	320 Main St N	Mantorville	Miscellaneous
S	201500008373	321 Main St N	Mantorville	Runaway
S	201500008378	501 Main St N	Mantorville	Noise Complaint
S	201500008427	502 Main St N	Mantorville	Missing Person
S	201500008288	414 Clay St	Mantorville	Civil
S	201500008314	22 6th St E	Mantorville	Civil
S	201500008431	507 Chestnut St	Mantorville	Civil
S	201500008052	321 Main St N	Mantorville	Suspicious Activity
S	201500008214	321 Main St N	Mantorville	Suspicious Activity
S	201500008215	1 5th St W	Mantorville	Suspicious Activity
S	201500008252	507 Chestnut St	Mantorville	Suspicious Activity
S	201500008318	22 6th St E	Mantorville	Suspicious Activity
S	201500007986	515 Walnut St	Mantorville	Funeral Escort
S	201500008347	321 Main St N	Mantorville	Lost Property
S	201500008459	802 Walnut St	Mantorville	Lost Property
S	201500008496	129 State Hwy 57	Mantorville	Ambulance Run
S	201500008510	915 Main St N	MANTORVILLE	Ambulance Run
S	201500008659	306 West St	Mantorville	Ambulance Run
S	201500008738	515 West St	Mantorville	Ambulance Run
S	201500008749	115 7th St W	Mantorville	Ambulance Run
S	201500008248	515 West St	Mantorville	Ambulance Run
S	201500008306	809 Jefferson St	Mantorville	Ambulance Run
S	201500008349	218	Mantorville	Ambulance Run
S	201500008352	218	Mantorville	Ambulance Run
S	201500008862	402 Main St N	Mantorville	Dac/cancelled DI
S	201500008829	302 Mantor Dr	Mantorville	Ambulance Run
S	201500008796	416 West St	Mantorville	Miscellaneous
S	201500008557	414 6th St W	Mantorville	Barking Dog
S	201500008851	1000 Block Chestnut St	Mantorville	Barking Dog
S	201500008666	312 West St	Mantorville	Civil
S	201500008769	207 3rd St W	Mantorville	Civil
S	201500008498	507 Chestnut St	Mantorville	Suspicious Activity
S	201500008786	721 East St	Mantorville	Suspicious Activity
S	201500008673	515 West St	Mantorville	Alarm
S	201500008843	721 Main St N	Mantorville	Probation Violation
S	201500008021	320 Main St N	Mantorville	Found Animals
S	201500008387	320 Main St N	Mantorville	Found Animals
S	201500008051	320 Main St N	Mantorville	Traffic
S	201500008363	22 6th St E	Mantorville	Appreh/detention Orde
S	201500008859	22 6th St E	Mantorville	Appreh/detention Orde
S	201500007996	321 Main St N	Mantorville	Animal Comp
S	201500008571	903 Hickory Ln	Mantorville	Welfare Check
S	201500008821	805 Chestnut St	Mantorville	Welfare Check
S	201500008863	31 County Rd 21	Mantorville	Lost Animals
S	201500008462	321 5th St W	Mantorville	Paper Service
S	201500008846	1010 Chestnut St	Mantorville	Vandalism
S	201500008019	820 Chestnut St	Mantorville	Assaults
S	201500008849	1010 Chestnut St	Mantorville	Req for Extra Patrol

10/07/2015

City Mantorville
Date 9/1/2015 thru 9/30/2015

<u>Agency</u>	<u>Incident Nr</u>	<u>Location</u>	<u>LocCity</u>	<u>Activity</u>
S	201500008526	22 6th St E	Mantorville	Assist Other Agency
S	201500008251	22 6th St E	Mantorville	9-1-1 Hang Up Call
S	201500008065	127 State Hwy 57	Mantorville	Probation Check
S	201500008116	22 6th St E	Mantorville	Probation Check
S	201500008146	915 Clay St	Mantorville	Probation Check
S	201500008168	915 Clay St	Mantorville	Probation Check
S	201500008500	915 Clay St	Mantorville	Probation Check
Total		66		



**DODGE COUNTY
ENVIRONMENTAL SERVICES**

721 MAIN ST N • DEPT 123 •

MANTORVILLE, MN 55955

507-635-6272

DATE: September 28, 2015

TO: Mantorville Township, City of Mantorville, City of Kasson, Soil and Water Conservation District, County Highway Department, MN DNR, and MnDot

FROM: County Staff of Environmental Services

RE: Request for Comment on Land Use Proposal

A Dodge County Public Hearing is planned for November 4, 2015 to consider a request to establish a Solar Energy Farm located in the Ag District in Section 20, Mantorville Township.

Please submit written comments prior to October 19, 2015 to the Environmental Services. If you wish, you can complete the attached form titled "Comment on Land Use Proposal" and mail or fax it. (See information at top of this letter). You may also relay comments at the Public Hearing. If we do not receive comments we will assume you have no objections.

Description of Land Use Proposal

1. **Applicant's Name:** Dodge Holdco / SolarStone - NRG
2. **Land Owner's Name:** Stussy Construction, Inc.
3. **Land Use Request, Intended Use:** To establish a Solar Energy Farm on 151.54 acres
4. **Location:** NE $\frac{1}{4}$ of the SE $\frac{1}{4}$, Section 20, Mantorville Township.
5. **Zoning District:** Agricultural
6. **Existing Conditions** (based on staff review of in-office data):
 - A. **Current Land Use:** Grass cover with some cropland and a gravel pit area.
 - B. **Neighboring Land Use:** The area is best characterized as a diversified area. The surrounding area has varies land uses such as residential, cropland, wetlands, woodland, and an active quarry.

The city limits of Mantorville border the north property line. To the east across Co Rd 21 is a quarry owned by Stussy Construction. To the south is cropland owned by Sterling Larson and to the west across 230th Ave is cropland owned by James Jorgenson. There are several residences outside of the city limits of Mantorville that border this property. Gerald Miller's parcel is directly west and William Witt's parcel is directly east of the proposed project.

- C. **Soil, Slope, and Wetlands:** Soil, slope and climate conditions are considered "prime farmland" according to USDA definition. Parent soil type is glacial till. 12% slope exists on several areas of the site. The owner/permittee has identified regulated wetlands on the property and has indicated that final design will avoid impacts to wetlands. Any impact to wetland will need prior approval in accordance to Wetland Conservation Rules.
- D. **River Shoreland and Floodplain:** The Shoreland and Floodplain Zoning Districts do not exist on or near the site.
- E. **Bedrock Depth, Type, and Karst Features:** Nearby well records show that limestone bedrock exists between 20–75 ft feet below the surface in locations around the site.
- F. **Water Quality Sensitivity:** In areas where limestone bedrock exists less than 50 ft. below the surface, the site has a high sensitivity to leach surface contaminants into the drinking water.
- G. **Natural resources and wildlife:** A portion of the identified wetland area is currently listed as having high natural resource value. Construction of this project may lower the natural resource value.

7. Zoning Ordinance Standards that Apply:

- A. Section 8.4: Conditional Use
- B. Section 8.6: Performance Standards
- C. Section 16.46 Solar Energy Farms
- D. Section 17.2 Access and Driveways

8. Permits Required:

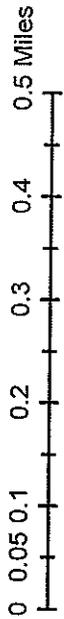
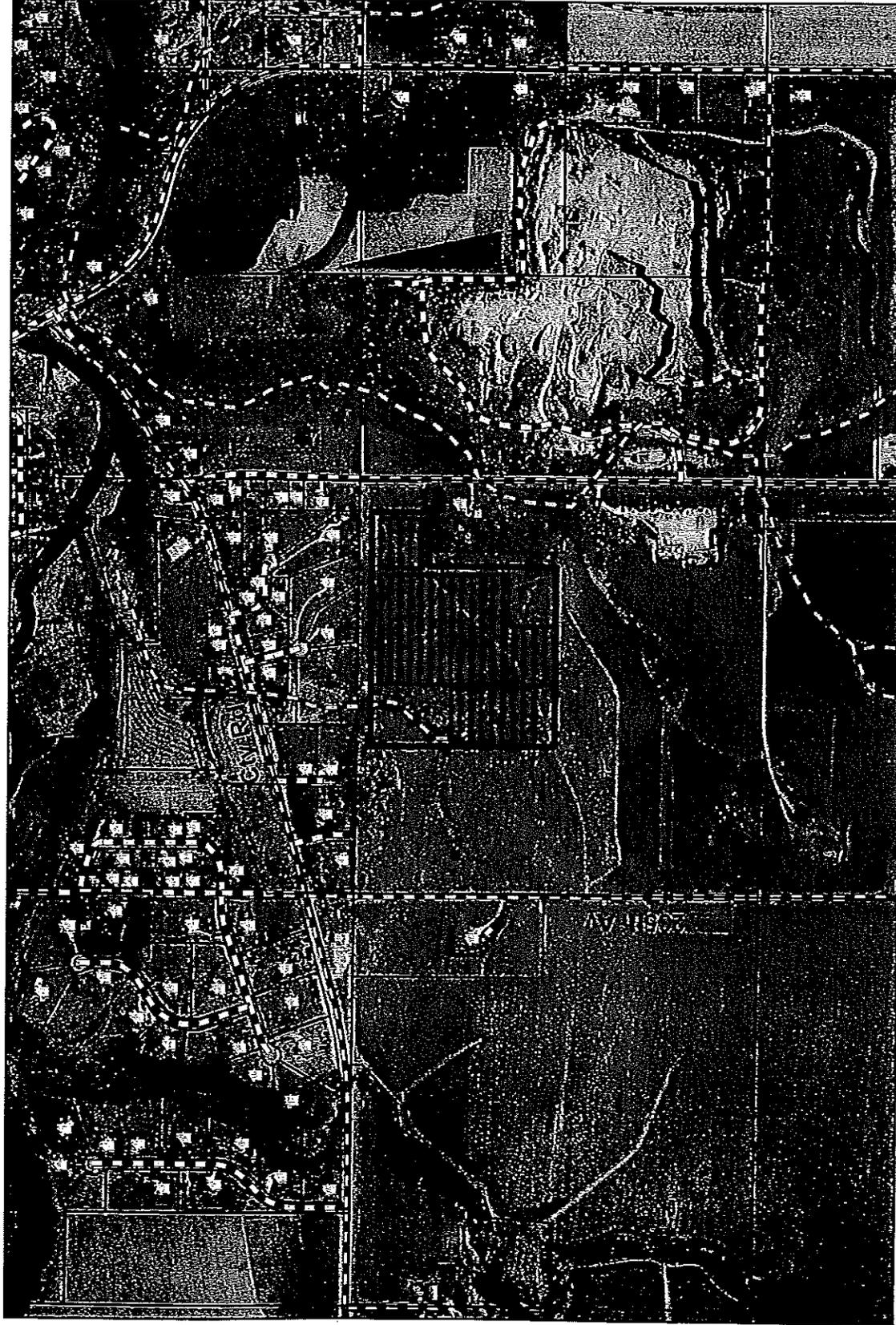
- A. Conditional Use Permit
- B. Zoning Permit from Dodge County prior to construction.

9. Attachments:

- A. Aerial Photo showing proposed site and surrounding land use.
- B. Request for Public Hearing and site plan prepared by Applicant

Cc. Applicant

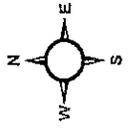
Dodge Holdco / SolarStone NRG Proposal Mantorville Twp., Sect. 20, SE Qtr.



LEGEND:

- Perennial Streams
- Intermittent Streams
- Protected Waters
- Houses
- Roads

Information may be incorrect
and maps may be inaccurate
up to several hundred feet.
They are to be used for
broad examination of
site conditions.



Public Hearing Notice

Notice is hereby given that The Mantorville City Council will hold a public hearing on Monday, October 12, 2015 starting at 6:35 pm in the City Council Chambers to consider the following zoning request:

- An application for a variance from the zoning ordinance §150.025 (D) to allow an addition of 448 sq. ft. to an existing detached garage of 672 sq. ft. Total size allowed by ordinance is 900 sq. ft.

The property is located at 907 North Main Street and the applicant is DeWayne Gilbertson. All interested persons should attend. If you are unable to attend, you may submit comments in writing to City Hall, 21 5th Street East, PO Box 188, Mantorville, MN 55955.

Published this 30th day of September, 2015.

Camille C. Reber
City Clerk Treasurer

CITY OF MANTORVILLE
APPLICATION FOR VARIANCE

Fee \$250

- (A) Applicant's Name Dewayne Gilbertson Phone _____
- (B) Address 907. N main st. Email Address: _____
- (C) Owner's Name (if different from Applicant) Tami Gilbertson Phone _____
(Pacifman)
- (D) Owner's Address Same AS Above Email Address: Same as Above
- (E) Address of the Property 907- North Main Mantorville MN
- (F) Tax Parcel ID Number(s) 25.100.0820
- (G) Legal Description of Property Residential
- (H) Description of Request addition to Garage - 16x28
- (I) Reason(s) for Request To make more inside storage of lawn mowers and vehicles
- (J) Present Zoning Classification of the Property residential
- (K) Existing Use of the Property residential
- (L) Section of the Zoning Ordinance in which a variance is sought: out building sq footage
- (M) Explain how you wish to vary from the applicable provisions of the Zoning Ordinance: _____
Sq. footage of outbuilding on residential lot.
We own 2 full size city lots, have more
then enough green space to add on
addition that we are applying for.

(N) A variance may only be granted by the City Council where the strict enforcement of the Zoning Ordinance will result in "practical difficulties." The Applicant is responsible for establishing the existence of practical difficulties regarding the particular property and that the request otherwise satisfies the requirements of the Zoning Ordinance. Whether or not "practical difficulties" exist is determined by the City Council considering all of the following factors. Please summarize the facts as to your property and alleged "practical difficulties" with regard to each of the factors, using additional paper and attachments, if necessary.

1. In your opinion, is the variance in harmony with the purposes and intent of the Zoning Ordinance?

Yes () No Why or why not? Explain:
we feel with the size of are two lots the added addition to the garage will not look out of place

2. In your opinion, is the variance consistent with the comprehensive plan?

Yes () No Why or why not? Explain:
Comp. plan doesn't limit access structures in this area

3. In your opinion, are you proposing to use your property in a reasonable manner not permitted by the Zoning Ordinance?

Yes () No Why or why not? Explain:
Yes - Proposing to add to existing garage for more storage of equipment outside.

4. In your opinion, is your dilemma due to circumstances unique to your property which do not apply to other properties in the same zone or vicinity?

Yes () No Why or why not? Explain:
My lot is currently double the size a typical city lot

5. In your opinion, were the circumstances causing the practical difficulties created by someone or something other than you or the previous owners of the property?

Yes () No Why or why not? Explain:
The ordinance is written to apply to typical city lots at ^{at min of} 2,920 sqft.

6. In your opinion, will the granting of the variance maintain and not alter the essential character of the area or the neighborhood?

Yes No Why or why not? Explain:

Yes, it won't look out of place on my larger lot - won't be visible - will keep better storage - sits behind house

7. In your opinion, do the alleged practical difficulties involve more than just economic considerations?

Yes No Why or why not? Explain:

allows for additional storage on a larger lot.

The City will not consider as a variance any use that is not permitted for the property in the district where the affected person's land is located.

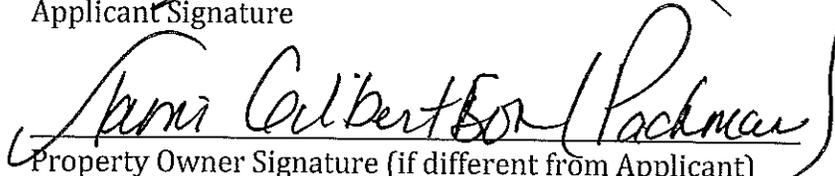
No application for a variance shall be considered by the Council within a 1-year period following a denial of the request unless, in the opinion of the Council, new evidence or a change in circumstances warrant it.

The undersigned certifies that they are familiar with application fees and other associated costs, and also with the procedural requirements of the Mántorville Zoning Ordinance and other applicable City ordinances. Submittal of the application, required information and fee does not guarantee the issuance of a variance. Additional information may be needed or conditions may exist that would prevent the actual granting of a variance.

I hereby certify with my signature that all data on my application form, and any additional sheets, plans and specifications, are true and correct to the best of my knowledge.


Applicant Signature

9-16-2015
Date


Property Owner Signature (if different from Applicant)

9-16-2015
Date

RESOLUTION 2015-22

A RESOLUTION GRANTING A VARIANCE FOR THE PROPERTY LOCATED AT 907 NORTH MAIN STREET

WHEREAS, Tami L. Gilbertson (f/k/a Packman) and Dewayne Gilbertson (the "Applicants") are the occupants of property owned by Tami Gilbertson located at: 907 North Mantorville Avenue, Mantorville, Minnesota, legally described as:

Lots 8 and 9 of Block 10, Original Plat

(the "Property"); and

WHEREAS, the Property is located in the Single-Family (R-1) Zoning District; and

WHEREAS, the Applicants propose to construct an addition to the existing detached garage on the Property; and

WHEREAS, in order to accommodate the construction of the proposed detached garage addition, the Applicants have requested a variance from the maximum detached accessory building square footage requirement of 900 square feet contained in Section 150.025 (D) of the Mantorville City Code; and

WHEREAS, the Mantorville City Council held a public hearing as required for the variance per section 150.111 of the City Code on October 12, 2015, at which time it heard from those wishing to speak on the variance and reviewed any written testimony or information provided to the City regarding this matter; and

WHEREAS, the City Council hereby finds and determines the following:

- (a) The variance is in harmony with the purposes and intent of the City's zoning regulations. The intent of the zoning ordinance is to assure the community and neighborhood continues to have adequate amount of green space and that buildings do not overpower the landscape. A typical City lot is 9,240 square feet in size. The Property is 18,480 square feet, which is two times the size of a typical City lot. Proportionally, the detached garage with the addition being proposed will cover much less surface area on the Property than what is allowed for an accessory structure on a 9,240 square foot lot.
- (b) The variance is consistent with the comprehensive plan in that the existing classification of single family dwelling is not changing. The area in which the Property is located is not limited by the comprehensive plan for future development or restrictions.
- (c) The traditional "undue hardship" standard for granting variances was recently removed from Minnesota Statutes Section 462.357 and has been replaced with a "practical difficulties" standard. Because the variance procedures set out in the City Code, which the City is in the process of updating, continue to reflect the undue hardship language, the new practical difficulties standard needs to be applied as that is the current law on the matter. Under the new standard, which is set forth in Minnesota Statutes Section 462.357, subdivision 6, paragraph (2), the primary considerations for demonstrating "practical difficulties" are that "the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties." Strict compliance with the size limitations for detached accessory structures in

Section 150.025 of the City Code in this instance constitutes practical difficulties for the Applicants because:

- (i) The proposal puts the Property to use in a reasonable manner because it will allow for an accessory building with a larger storage capacity that is a size that is not currently permitted by the City Code; and
- (ii) There are circumstances unique to the Property due to its size. The Property is double the size of a typical City lot; and
- (iii) There are circumstances causing practical difficulties not created by the Applicants. There is not adequate outside/covered storage for the size of the property and the home. The City Code limits the size of accessory structures on typical sized City lots and doesn't account for the larger City lots; and
- (iv) The granting of the variance will maintain and not alter the essential character of the area of the locality. Section 150.069 (F) of the City Code states that the percentage of lot area covered by a main building and an accessory building must not exceed 25 percent in the R-1 District. The percentage of lot area that will be covered by the Applicants' home and the expanded detached garage is 19 percent which is below this requirement; and
- (v) The practical difficulties involve more than just economic considerations. The purpose of constructing the structure on the Property is not to increase the value of the Property or to save the Applicants money. The additional space will allow the Applicants to ensure that all items on the Property are being stored in compliance with City Code requirements.

NOW THEREFORE BE IT RESOLVED, the City Council hereby approves and issues a variance for the Property to construct an addition to the existing detached garage not to exceed a total of 1,120 square feet subject to all of the following conditions:

- (1) The current detached garage is 672 square feet. This variance will allow for an additional 448 square feet to be added to the existing detached garage for a total accessory structure size not to exceed 1,120 square feet. The detached garage shall be no greater than 16 feet in height;
- (2) The structure must comply with all side and rear yard structure setbacks applicable to the Property;
- (3) The Applicants shall obtain all other permits as may be required, including obtaining a building permit from the City;
- (4) This variance shall be rendered null and void if the Applicant fail to construct the expansion to the detached garage on the Property and obtain a certificate of occupancy for it by October 12, 2016;
- (5) The Applicants shall comply with all applicable federal, state and local laws, rules, and ordinances;
- (6) The Applicants are solely responsible for determining the accurate location of the property lines to confirm that the structure is in compliance with all applicable setbacks;

- (7) The Applicants must adhere to, and remain in compliance with, the requirements of this Resolution, applicable performance standards and such other requirements as may apply;
- (8) All conditions of this variance 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
- (9) This Resolution is subject to the condition that all representations, written and oral, made by the Applicants and their agents and representatives to the City contained in and concerning the Applicants' application for the variance 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 variance.

BE IT FINALLY RESOLVED, that 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 City Council this 12th day of October, 2015.

Mayor Chuck Bradford

Attest: City Clerk Treasurer, Camille C. Reber

DRAFT

Mantorville Fire Department

Volunteer Firefighter Application

I, Jay Lundberg (full name), who lives at _____ Kasson (address)

Do herewith apply for membership in the MANTORVILLE VOLUNTEER FIRE DEPARTMENT. My date of birth is: _____, and I was _____ years of age at my last birthday.

I apply for membership recognizing that service to and protection of this community is the primary purpose of this

organization. Briefly state your commitment to this purpose: My commitment is to
serve the Mantorville Fire Department to the
best of my abilities.

I am normally available during the listed times:

Anytime Cell phone _____

I understand, that upon acceptance of this application, by the membership of the Fire Department, I will be required to arrange for a physical examination. A physician will qualify me for fire service, by filling out the department physical form. The physical exam results and department recommendation will then be forwarded to the City Council for final approval of a six month trial membership. After successful completion, of the trial membership, permanent membership will be granted. I have received, read, and understand the Fire Department's bylaws, policies, and procedures. I accept the terms set forth within these documents.

Signature: Jay Lundberg Date: 10/2/15

Fire Department Action

Recommended MVFD Officer // H. Wil Date: 10-8-15

City Council Action

_____ CC Officer // _____ Date: _____

Vital Information

Contact in Emergency: Name: Kristie Lundberg Relation: Wife

Address: _____

Phone: _____ Alt Phone: _____

SS#: _____ Driver's License Number: _____

Business: Name: _____

Address: _____ Phone: _____

RESOLUTION 2015-23

A RESOLUTION TO APPROVE FUND TRANSFERS FOR THE YEAR 2015

WHEREAS, the maintenance of City funds and Debt Service funds provide financial responsibility;

THEREFORE BE IT RESOLVED, by the City Council of the City of Mantorville, Minnesota, that the City Clerk Treasurer shall be permitted to conduct the following fund transfers for year end 2015;

- 1) Transfer from General Fund 101 to CIP Fund 401 \$162,000 to cover expenses related to future Capital Improvement Projects;
- 2) Transfer from Water Fund 601 to Debt Service Fund 308 (GO Refund Bond 2011) \$42,000 to cover Debt Service for the GO Refunding Bond of 2011;
- 3) Transfer from 101-42200-701 (FD) to Fund 307 (GO Equipment Certificate) \$25,000 to cover Debt Service for the GO Equipment Certificate 2009A (FD Equipment Certificate)
- 4) Transfer from 101-42200-701 (FD) to Fund 102 (FD Equipment CIP) \$2,750 for the Fire Department Air Bottle Replacement Program.
- 5) Transfer from General Fund 101 to Fund 102 \$13,335 for future Fire Department Capital Outlay Purchases.
- 6) Transfer from General Fund 101 to EDA Fund 201 \$3,650 for the unspent portion of their 2014 budget balance.
- 7) Transfer from general Fund 101 to CIP Fund 401 \$10,000 for Sidewalk Replacement Fund.
- 8) Transfer from general Fund 101 to CIP Fund 401 \$40,000 for expenses related to the City Hall Fire Hall Building Project.
- 9) Transfer from General Fund 101 to CIP Fund 401 \$4,229 for budget reserves for future projects.
- 10) Transfer from General Fund 101 to Park Concessions Fund 225 \$9,926 for the unspent portion of the Park Departments 2014 CIP for Future Park Improvements.

Passed by the Mantorville City Council this 12th day of October, 2015

Mayor Chuck Bradford

Attest: City Clerk Treasurer Camille C. Reber

RESOLUTION 2015-24

A RESOLUTION ACCEPTING A DONATION TO THE CITY OF MANTORVILLE

WHEREAS, the City of Mantorville is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens: and

WHEREAS, the City of Mantorville has received the following items as donations to the City:

3 American Flags presented to the City, in dedication to all Veterans past and present, by Gene Westphal and Mark Hansen, representing the Dodge County Republicans.

WHEREAS, the City Council feels it is appropriate to accept this donation.

NOW THEREFORE BE IT RESOLVED, by the Mantorville City Council that the donations as described above are accepted and shall be used by the City.

Adopted by the Mantorville City this 12th day of October, 2015.

Mayor Chuck Bradford

Attest: City Clerk Treasurer, Camille C. Reber