

**MANTORVILLE CITY COUNCIL MEETING AGENDA**  
**MONDAY, OCTOBER 26, 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 October 12, 2015
  - b) Warrant List October 26, 2015
  - c) Dodge County Commissioners Meeting Agenda October 27, 2015
  - d) Dodge County Planning Commission Public Hearing Notice
  - e) MFRD Meeting Minutes of October 14, 2015
  - f) SEMLM Newsletter
  - g) Tax Forfeited Properties
  - h) Fire Department Equipment Donation
5. Public Concerns
6. Public Hearing
  - a) 6:30 pm - Assessment Hearing
7. Old Business/New Business
  - a) RESOLUTION 2015-26 ADOPTING ASSESSMENT ROLL FOR 2016
  - b) RESOLUTION 2015-25 COOPERATIVE SNOW REMOVAL WITH MN DOT
  - c) 2015 CIP Plan/2016 CIP Projects Discussion w/Mike Bubany
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

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*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, OCTOBER 12, 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, Sherry Roth, Don Swanson and Will Lambert

Others Present: Gretta Becay, JJ Williams – Fire Chief, Tami and Dewey Gilbertson, Scott Prins – DCSO, and Cami Reber

2. **Pledge of Allegiance** - none

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

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

- 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

Motion passed unanimously.

5. **Public Concerns** - none

6. **Public Hearing**

- a) **6:35 pm – Variance for Garage Addition 448 sq. ft.**

Motion made by Member Blair, second by Member Hofstad to close the regular meeting and open the public hearing at 6:35 pm for the purpose to consider a variance request.

Dewey Gilbertson spoke to the Council on his request to add on to his existing garage 448 sq. ft. on the north side. He will remain within the required setbacks and greenspace.

Neighbor Dean Bolin was present to check on which way he was planning to build. He is also questioning where exactly his property line goes in conjunction with the alley way.

Motion made by Member Blair, second by Member Lambert to close the public hearing at 6:41 pm. All approved.

7. **Old Business/New Business**

- a) **RESOLUTION 2015-22 A RESOLUTION GRANTING A VARIANCE FOR THE PROPERTY LOCATED AT 907 NORTH MAIN STREET**

Member Blair noted that this is a reasonable use. Motion made by Member Blair, second by Member Hofstad to approve RESOLUTION 2015-22, A RESOLUTION GRANTING A VARIANCE FOR THE PROPERTY LOCATED AT 907 NORTH MAIN STREET. Motion passed unanimously.

- b) **Fire Department Applicant Approval**

Fire Chief JJ Williams spoke to the Council about his recommendation for approval of a Fire Department applicant. Adding this member will put them 26 total members. Mayor Bradford asked how this will affect the training dollars, turn out gear, etc. JJ noted that they get reimbursement for training and certain gear each year when they apply for grants. Motion made by Member Blair, second by Member Hofstad to approve Jay Lundberg to the

Mantorville Fire and Rescue Department pending a successful background check. Motion passed unanimously.

**c) RESOLUTION 2015-23 A RESOLUTION TO APPROVE FUND TRANSFERS FOR THE YEAR 2015**

Motion made by Member Blair, second by Member Hofstad to approve Resolution 2015-23, A RESOLUTION TO APPROVE FUND TRANSFERS FOR THE YEAR 2015. Motion passed unanimously.

**d) RESOLUTION 2015-24 A RESOLUTION ACCEPTING A DONATION TO THE CITY OF MANTORVILLE**

Motion made by Member Blair, second by Member Roth to approve RESOLUTION 2015-24, A RESOLUTION ACCEPTING A DONATION TO THE CITY OF MANTORVILLE. Motion passed unanimously.

**8. TBD**

- a) **Public Works Report** – Cami noted that the Walnut Drainage project was due to begin but she had not checked on it yet.
- b) **City Clerk Report** – Cami reminded Members about the Zumbro Watershed Project meeting tomorrow night, and reminded them about Mike Bubany coming to the meeting on the 26<sup>th</sup> to review the City CIP. Cami informed the Council about the status of the property located at 401 Walnut Street. The property owner has been in contact with a contractor and due to limited funds, is unable to make all repairs needed at once. The window is due to be replaced this week. The porch is going to be secured and worked on throughout the fall and winter and should be completed by the spring. She is also planning to apply for funding for help with the roof repairs needed. They might be able to find some volunteer group to help paint the structure. The Council made no comments on the plan.
- c) **Consultant Report**- none
- d) **Committee Report**
- Chamber – Member Hofstad gave an update that the group is planning Old Time Christmas and has some activities set for the Fall Festival.
  - Fire Department – Member Hofstad and Chief JJ Williams noted that the numbers were down for turn out at the Open House and they continued with their safety presentations to the KM Elementary and preschool students.
- e) **Council Member Report**
- Member Roth – none
  - Member Lambert – none
  - Member Blair – none
  - Member Hofstad – gave a thanks to everyone for the work they did for the open house event.
- f) **Mayor Report** - none

**9. Executive Session** - none

**10. Adjourn** – Motion made by Member Blair, second by Member Roth to adjourn the meeting at 6:54 pm. Motion passed unanimously.

## \*Check Summary Register©

October 2015

Name	Check Date	Check Amt	
<b>10100 Citizens State Bank</b>			
UnPaid	BLU TOWER, INC	\$1,336.47	WATER METER TRANSPONDERS
UnPaid	BLUE TARP FINANCIAL, INC	\$160.88	SEA FOAM, OIL AND CHAINSAW SHARPEN
UnPaid	CONTINENTAL RESEARCH COR	\$386.11	STAINLESS STEEL NUTS & BOLTS FOR TH
UnPaid	DELTA DENTAL OF MN	\$373.80	EMPLOYEE DENTAL
UnPaid	DELUXE	\$76.07	BANK DEPOSIT TICKETS
UnPaid	ERDMANS COUNTY MARKET	\$126.11	FOOD FOR OPEN HOUSE
UnPaid	KENNEDY & GRAVEN, CHARTER	\$2,831.30	LEGAL SERVICES AUGUST 2015
UnPaid	MENARDS - NORTH ROCHESTE	\$18.32	3 PORT TELEPHONE SPLICES FOR TRANS
UnPaid	MN DEPT OF LABOR AND INDUS	\$400.40	3RD QTR BUILDING INSPECTION SURCHAR
UnPaid	OLIVE BROS EXCAVATION LLC	\$250.00	DIRT DELIVERED TO THE SHOP
UnPaid	ON SITE SANITATION	\$223.75	PORT A POTTY @ DENNISON
UnPaid	KURTH, RON	\$140.00	SPREADING FERTILIZER
UnPaid	SAMS CLUB	\$621.02	ANNUAL MEMBERSHIP FEES
UnPaid	VERIZON WIRELESS	\$36.30	DAVE'S CELL PHONE
UnPaid	WINFIELD SOLUTIONS LLC	\$374.40	FERTILIZER FOR PARKS
	<b>Total Checks</b>	<b>\$7,354.93</b>	

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Payments

Current Period: October 2015

Batch Name	WAR 10 26 15	User Dollar Amt	\$12,599.68		
Payments		Computer Dollar Amt	\$12,599.68		
				\$0.00	In Balance
Refer	0 BLU TOWER, INC				
Cash Payment	E 601-49400-228 Equip. Repair and Maint	WATER METER TRANSPONDERS			\$1,336.47
Invoice 3544	10/26/2015				
Transaction Date	10/14/2015	Citizens State Bank	10100	Total	\$1,336.47
Refer	0 BLUE TARP FINANCIAL, INC				
Cash Payment	E 101-45200-404 Repairs/Maint Machinery	SEA FOAM, OIL AND CHAINSAW SHARPENER			\$160.88
Invoice 71016948	10/26/2015				
Transaction Date	10/14/2015	Citizens State Bank	10100	Total	\$160.88
Refer	0 OLIVE BROS EXCAVATION LLC				
Cash Payment	E 101-43100-224 Street Maint Materials	DIRT DELIVERED TO THE SHOP			\$250.00
Invoice 2229	10/26/2015				
Transaction Date	10/14/2015	Citizens State Bank	10100	Total	\$250.00
Refer	0 SAMS CLUB				
Cash Payment	E 101-41500-437 Other Miscellaneous	ANNUAL MEMBERSHIP FEES			\$90.00
Invoice SEPT 2015	10/26/2015				
Cash Payment	E 101-41500-445 Health and Wellness	HEALTH/WELLNESS GRANT; SHOP FRIG, BEVERAGES, SNACKS			\$458.33
Invoice SEPT 2015	10/26/2015				
Cash Payment	E 101-45200-200 Supplies	PAPER TOWELS, TP AND SOAP			\$72.69
Invoice SEPT 2015	10/26/2015				
Transaction Date	10/14/2015	Citizens State Bank	10100	Total	\$621.02
Refer	0 VERIZON WIRELESS				
Cash Payment	E 602-49450-321 Communications Phone/	DAVE'S CELL PHONE			\$36.30
Invoice 9753568261	10/26/2015				
Transaction Date	10/20/2015	Citizens State Bank	10100	Total	\$36.30
Refer	0 ON SITE SANITATION				
Cash Payment	E 101-45200-410 Rentals	PORT A POTTY @ DENNISON			\$65.00
Invoice 136572	10/26/2015				
Cash Payment	E 603-45183-410 Rentals	PORT A POTTY @ RV PARK			\$48.75
Invoice 136574	10/26/2015				
Cash Payment	E 101-45200-410 Rentals	PORT A POTTY @ SLINGERLAND			\$110.00
Invoice 136573	10/26/2015				
Transaction Date	10/20/2015	Citizens State Bank	10100	Total	\$223.75
Refer	0 MN DEPARTMENT OF REVENUE	Ck# 004949	10/26/2015		
Cash Payment	R 601-37180 Commercial Water Tax	COMM TAX WTR. SALES TAX			\$462.00
Invoice 3RD QTR. 2015	10/26/2015				
Cash Payment	E 101-45200-210 Tax and Licensing	PARK SHELTER SALES TAX			\$8.00
Invoice 3RD QTR. 2015	10/26/2015				
Cash Payment	E 603-45183-210 Tax and Licensing	RV PARK SALES TAX			\$549.00
Invoice 3RD QTR. 2015	10/26/2015				
Transaction Date	10/20/2015	Citizens State Bank	10100	Total	\$1,019.00
Refer	0 RON KURTH				
Cash Payment	E 101-45200-401 Repairs/Maint Buildings	SPREADING FERTILIZER			\$140.00
Invoice 10 16 15	10/26/2015				

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Payments

Current Period: October 2015

Transaction Date	10/20/2015	Citizens State Bank	10100	Total	\$140.00
Refer	0 ERDMANS COUNTY MARKET				
Cash Payment	E 101-41500-437 Other Miscellaneous	FOOD FOR OPEN HOUSE			\$126.11
Invoice	b693303 10/26/2015				
Transaction Date	10/20/2015	Citizens State Bank	10100	Total	\$126.11
Refer	0 DELTA DENTAL				
Cash Payment	G 101-21708 Dental Insurance	EMPLOYEE DENTAL			\$373.80
Invoice	6221059 10/26/2015				
Transaction Date	10/20/2015	Citizens State Bank	10100	Total	\$373.80
Refer	0 KENNEDY & GRAVEN, CHARTERE				
Cash Payment	E 101-41600-304 Legal Fees	LEGAL SERVICES AUGUST 2015			\$2,831.30
Invoice	128128 10/26/2015				
Transaction Date	10/20/2015	Citizens State Bank	10100	Total	\$2,831.30
Refer	0 MN PERA	Ck# 004950 10/26/2015			
Cash Payment	G 101-21704 PERA	EMPLOYEE RETIREMENT			\$838.73
Invoice	PR21-2015 10/26/2015				
Transaction Date	10/21/2015	Citizens State Bank	10100	Total	\$838.73
Refer	0 INTERNAL REVENUE SERVICE	Ck# 004951 10/26/2015			
Cash Payment	G 101-21701 Federal Withholding	FEDERAL TAX W/H			\$1,054.27
Invoice	OCT 2015 10/26/2015				
Cash Payment	G 101-21709 Medicare	MEDICARE TAX W/H			\$353.16
Invoice	OCT 2015 10/26/2015				
Cash Payment	G 101-21703 FICA Tax Withholding	SS TAX W/H			\$1,510.08
Invoice	OCT 2015 10/26/2015				
Transaction Date	10/21/2015	Citizens State Bank	10100	Total	\$2,917.51
Refer	0 MN DEPARTMENT OF REVENUE	Ck# 004952 10/26/2015			
Cash Payment	G 101-21702 State Withholding	PAYROLL STATE TAX W/H			\$469.51
Invoice	OCT 2015 10/26/2015				
Transaction Date	10/21/2015	Citizens State Bank	10100	Total	\$469.51
Refer	0 DELUXE				
Cash Payment	E 101-41500-200 Supplies	BANK DEPOSIT TICKETS			\$76.07
Invoice	OCT 2015 10/26/2015				
Transaction Date	10/21/2015	Citizens State Bank	10100	Total	\$76.07
Refer	0 CONTINENTAL RESEARCH CORP				
Cash Payment	E 101-43125-404 Repairs/Maint Machinery	STAINLESS STEEL NUTS & BOLTS FOR THE SNOW PLOW			\$291.69
Invoice	426151-CRC1 10/26/2015				
Cash Payment	E 101-43100-228 Equip. Repair and Maint	ZIP TIES FOR THE SHOP			\$94.42
Invoice	426151-CRC1 10/26/2015				
Transaction Date	10/21/2015	Citizens State Bank	10100	Total	\$386.11
Refer	0 MENARDS - NORTH ROCHESTER				
Cash Payment	E 601-49400-200 Supplies	3 PORT TELEPHONE SPLICES FOR TRANSPONDERS			\$18.32
Invoice	49337 10/26/2015				
Transaction Date	10/21/2015	Citizens State Bank	10100	Total	\$18.32
Refer	0 WINFIELD SOLUTIONS LLC				

Payments

Current Period: October 2015

Cash Payment	E 101-45200-401 Repairs/Maint Buildings	FERTILIZER FOR PARKS		\$374.40
Invoice	60493664	10/26/2015		
Transaction Date	10/22/2015	Citizens State Bank	10100	<b>Total</b> \$374.40

Refer 0 MN DEPT OF LABOR AND INDUST

Cash Payment	E 101-42400-300 Professional Srvs (GEN	3RD QTR BUILDING INSPECTION SURCHARGE		\$400.40
Invoice	SEPT 2015	10/26/2015		
Transaction Date	10/23/2015	Citizens State Bank	10100	<b>Total</b> \$400.40

Fund Summary

	10100 Citizens State Bank	
101 GENERAL FUND		\$10,148.84
601 WATER FUND		\$1,816.79
602 SEWER FUND		\$36.30
603 RV PARK		\$597.75
		<u>\$12,599.68</u>

Pre-Written Checks	\$5,244.75
Checks to be Generated by the Computer	\$7,354.93
<b>Total</b>	<u>\$12,599.68</u>

Dodge County Board of Commissioners  
Committee Agenda

**Government Services Building, Conference Room B**  
Mantorville, MN

**COMMITTEE AGENDAS**

OCTOBER 27, 2015 3:30 P.M.

<b>3:30 P.M. CONFERENCE ROOM B</b>	<b>4:00 P.M. CONFERENCE ROOM A</b>
<b>3:30 P.M. ADMINISTRATION COMMITTEE</b>	<b>4:00 P.M. PUBLIC HEALTH COMMITTEE</b>
Allen & Administrator (Gray - Alt)	Tjosaas & Gray (Erickson - Alt)
<b>3:40 P.M.</b>	<b>4:00 P.M.</b>
<b>BECKY LUBAHN, Executive Assistant</b>	Action Required
<input type="checkbox"/> 1.1 Minutes of the October 13, 2015 Committee of the Whole	
<input type="checkbox"/> 1.2 Minutes of the October 13, 2015 Meeting	< NO ITEMS SUBMITTED THIS WEEK >
<b>3:45 P.M.</b>	
<b>ROSE CULBERTSON, Taxpayer Services Director</b>	
<input type="checkbox"/> 2.1 Review Bills	
<b>3:50 P.M.</b>	
<b>LISA HAGER, Employee Relations Director</b>	
<input type="checkbox"/> 3.1 Personnel Agenda	

Dodge County Board of Commissioners  
Committee Agenda

**Government Services Building, Conference Room B**

Mantorville, MN

**COMMITTEE AGENDAS**

**OCTOBER 27, 2015 3:30 P.M.**

3:30 P.M. CONFERENCE ROOM C		COMMITTEE OF THE WHOLE
3:30 P.M. PUBLIC SAFETY COMMITTEE Erickson & Peterson (Tjosas - Alt)		
3:30 P.M. Action Required	▽	4:30 P.M. LISA KRAMER, Finance Director
< NO ITEMS SUBMITTED THIS WEEK >		<input type="checkbox"/> 1.1 Fair Board Loan Refinance -- Home Federal Bank
		4:40 P.M. AMY ROGGENBUCK, Public Health Director
		<input type="checkbox"/> 2.1 South Country Health Alliance
4:00 P.M. PUBLIC WORKS COMMITTEE Peterson & Erickson (Gray - Alt)		
4:00 P.M. Action Required	▽	
DEAN SCHRANDT, Water Program Manager		
<input type="checkbox"/> 1.1 Dodge County/Dodge SWCD Drainage Management Grant Partnership	A	
4:10 P.M.		
STEVE GRAY, County Commissioner		
<input type="checkbox"/> 2.1 Dodge County Historical Society Parking Lot	D	

Dodge County Board of Commissioners  
Meeting Agenda  
**Government Services Building, Conference Room B**  
Mantorville, MN

**DODGE COUNTY BOARD OF COMMISSIONERS MEETING**

OCTOBER 27, 2015 – 5:00 P.M.

ALL TIMES LISTED ARE APPROXIMATE AND MAY BE DISCUSSED AT ANY TIME UNLESS IT IS A SCHEDULED PUBLIC HEARING.		
<b>ITEM</b>	<b>5:00 P.M.</b>	<b>JOHN ALLEN, Chair</b> <b>CONVENE COUNTY BOARD MEETING</b> <b>PLEDGE OF ALLEGIANCE</b> <b>DETERMINE QUORUM</b> <b>ESTABLISH AGENDA</b> <b>NEW EMPLOYEE INTRODUCTIONS</b>
<b>1.0</b> 1.1	-	<b>CONSENT AGENDA</b> <input type="checkbox"/> No Items Submitted This Week
<i>Items listed on the Consent Agenda are considered routine and non-controversial by the County Board. There will be no separate discussion of these items unless requested by a member of the County Board. If an item is removed, it will be discussed immediately following the approval of the remaining Consent Agenda items.</i>		
<b>2.0</b> 2.1	<b>5:05 P.M.</b> 5 Minutes	<b>JOHN DERUS, Minnesota 100 Club President</b> <input type="checkbox"/> Minnesota 100 Club Award to Deb Guenther
<b>3.0</b> 3.1	<b>5:10 P.M.</b> 5 Minutes	<b>LISA HAGER, Employee Relations Director</b> <input type="checkbox"/> Personnel Agenda
<b>4.0</b> 4.1	<b>5:15 P.M.</b> 10 Minutes	<b>INSURANCE COMMITTEE 2016</b> <input type="checkbox"/> Insurance Committee Recommendation
<b>5.0</b> 5.1	<b>5:25 P.M.</b> 5 Minutes	<b>SARA MARQUARDT, Accounting Services Director</b> <input type="checkbox"/> Wildcat Hockey Booster Club Raffle Permit
<b>6.0</b> 6.1	<b>5:30 P.M.</b> 10 Minutes	<b>ROSE CULBERTSON, Taxpayer Services Director</b> <input type="checkbox"/> Review and Approve Bills
<b>7.0</b> 7.1	<b>5:40 P.M.</b> 5 Minutes	<b>PAUL KILTINEN, County Attorney</b> <input type="checkbox"/> Legal Update
<b>8.0</b> 8.1	<b>5:45 P.M.</b> 5 Minutes	<b>JIM ELMQUIST, County Administrator</b> <input type="checkbox"/> Fair Board Loan Refinance – Home Federal Bank
<b>9.0</b> 9.1	<b>5:50 P.M.</b> 5 Minutes	<b>RODNEY PETERSON, Public Works Committee</b> <input type="checkbox"/> Public Works Committee Report <ul style="list-style-type: none"> <li>• Dodge County/Dodge SWCD Drainage Management Grant Partnership (Action)</li> <li>• Dodge County Historical Society Parking Log (Discussion)</li> </ul>

Dodge County Board of Commissioners  
 Meeting Agenda  
**Government Services Building, Conference Room B**  
 Mantorville, MN

**DODGE COUNTY BOARD OF COMMISSIONERS MEETING**

**OCTOBER 27– 5:55 P.M.**

10.0 10.1	5:55 P.M 25 Minutes	<b>JOHN ALLEN</b> , Administration Committee <input type="checkbox"/> Administration Committee Report <ul style="list-style-type: none"> <li>• Minutes of the October 13, 2015 Committee of the Whole (Action)</li> <li>• Minutes of the October 13, 2015 Meeting (Action)                         <ul style="list-style-type: none"> <li>• <input type="checkbox"/> County Commissioner Reports</li> <li>• <input type="checkbox"/> County Administrator Update</li> <li>• <input type="checkbox"/> Other Deferred Business</li> </ul> </li> </ul>
11.0	6:20 P.M.	<b>ADJOURN</b>

<i>Coming up in Dodge County:</i>
<i>October 26, 2015 – AMC District Meeting, 8:00 A.M., Cannon River Winery, Cannon Falls, MN.</i>
<i>October 26, 2015 – Community Corrections Task Force Meeting, 12:00 P.M., Government Services Building, Mantorville, MN.</i>
<i>October 26, 2015 – Building Committee Meeting, 3:00 P.M., Government Services Building, Mantorville, MN.</i>
<i>November 2, 2015 – Courthouse Construction Progress Meeting, 2:00 P.M., Benike Construction Trailer, Mantorville, MN.</i>
<i>November 4, 2015 – Planning Commission Meeting, 7:00 P.M., Government Services Building, Mantorville, MN.</i>
<i>November 11, 2015 – County offices closed to observe Veteran’s Day.</i>
<i>November 16, 2015 – Courthouse Construction Progress Meeting, 2:00 P.M., Benike Construction Trailer, Mantorville, MN.</i>
<i>November 17, 2015 – Fairview Care Center Meeting, 9:00 A.M., Dodge Center, MN.</i>
<i>November 18, 2015 – Dodge County EDA Meeting, 4:30 P.M., Government Services Building, Mantorville, MN.</i>
<i>November 23, 2015 – Community Corrections Task Force Meeting, 12:00 P.M., Government Services Building, Mantorville, MN.</i>
<i>November 26-27, 2015 – County offices closed to observe Thanksgiving.</i>
<i>November 26, 2015 – Ice Arena Committee Meeting, 5:30 P.M., Kasson City Hall, Kasson, MN.</i>
<i>November 30, 2015 – Courthouse Construction Progress Meeting, 2:00 P.M., Benike Construction Trailer, Mantorville, MN.</i>
<i>Dodge County Commissioners may be in attendance at these meetings.</i>

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

**DODGE COUNTY  
PLANNING COMMISSION  
PUBLIC HEARING NOTICE**

The Dodge County Planning Commission will meet **Wednesday, November 4, 2015 at 7:00 PM** in the south wing of the Government Services Building (old school) in Mantorville, MN. Listed below are items that will be included on this meeting agenda. Public comment will be received during the public hearing portion of the meeting. When the public hearing portion is closed the Planning Commission will act on the requests.

The public hearing is to consider an application for a Conditional Use Permit to allow a Solar Energy Farm in the Ag District. The parcel is 151.54 acres and the Solar Energy Farm will cover approximately 30 acres located in the NE ¼ of the SE ¼, Section 20, Mantorville Township. Dodge Holdco / SolarStone NRG is the applicant and Stussy Construction, Inc. is the property owner.

Written comments will be accepted up to one day prior to the meeting. If comments exceed one page you must include 15 copies. Address any written comments to the Dodge County Environmental Services, 721 Main St N – Dept. 123, Mantorville, MN 55955. Please contact the Dodge County Environmental Services at (507) 635-6272 if you have any questions.

**MANTORVILLE FIRE DEPARTMENT**  
**October 14<sup>th</sup>, 2015 General Members Meeting**

Sign Off

**Call to Order:**

- The general member's meeting was called to order at 20:30

**Pledge of Allegiance:**

**Member's in Attendance:**

- R. Hellerud, J. Williams, C. Kramer, E. Lushinsky, D. Wuderlich, D. Gilbertson, R. Nolte, P. Lushinsky, J. Schubert, D. Hofstad, D. Brannan, J. Tibbals, R. Lucas, S. Kitzerow, S. Fairchild, J. Hodgman, D. Worstman, T. Hodgman, T. Bebee, G. Brossard, P. Bell, C. Ebnet were present

**Member's not in Attendance:**

- J. Schmidt, B. Graunke, M. Allen, were absent

**Chief's Report:**

- Fire prevention- thank you to all who participated in going to the schools
- Discussion on the possibility of combining Kasson and Mantorville Fire Department
- Fire prevention Oct 20<sup>th</sup> head start
- Zumbro Valley Mutual aid- ISO ratings (Doug Robinson will be checking)
- Pual Bell and Chris Ebnet have been approved for the fire department
- There is another new member in the works

**Assistant Chief:**

- Safety glasses are ordered

**Fire Marshall**

- Calls: 0

**Training Officer:**

- Med compass make up dates- watch your email

**Equipment:**

- Working on getting lantern replaced
- Hydro testing on 6-7 SCBA bottles next month
- Personal flashlights for helmets- pricing

**Vehicles:**

Please put truck maintenance sheets back on the bulletin board after maintenance

- Betsy- headlights don't work
- 571 -'97 Pumper-
- 572 -'09 Pumper- backup transmission has a leak- make sure wheel chocks are put back properly
- 574- Chevy Pick Up-
- 576- Int. Tanker-
- 577- Grass Rig- turn signal has been fixed

- 578 –Mack Tanker-
- 579- Rescue Truck-

### **First Responders:**

- First Responder refresher session October 25<sup>th</sup> at 19:00
- First Responder's Test out October 26<sup>th</sup> at 18:00
- First responder's classes starting in Jan 19<sup>th</sup> in Wanamingo Tuesdays and thursdays 18:00-22:00

### **Treasurer**

- Bills: \$ 804.35
- Discussed bills
- Bills were sent to the city due to Members meeting being 2<sup>nd</sup> Wednesday
- Motion made to approve by Jen
  - 2<sup>nd</sup> by Dave W
  - Motion Carries

### **New Business:**

- Thank you for the reminders that are being sent out
- Changing training day once a month? Discussion- 1<sup>st</sup> Wednesday, 2<sup>nd</sup> drill Monday, 3<sup>rd</sup> Wednesday
- Motion made by Russ to do our truck/equipment maintenance on 2<sup>nd</sup> Wednesday; 3<sup>rd</sup> Monday will be 1<sup>st</sup> Responder's Training and 2<sup>nd</sup> Wednesday Drill starting January 1, 2016 for a 6month trial
- 2<sup>nd</sup> by Dave W
- Motion carries
- Report on Marigold days, we had a successful year all around. Thank you to all those who participated.
- Is ISO affected by our hose testing?- we can do this as a drill in the coming months
- Is anyone interested in meeting with the Saloon and Big Iron classic to see if they would be willing to switch weekends?

### **Old Business:**

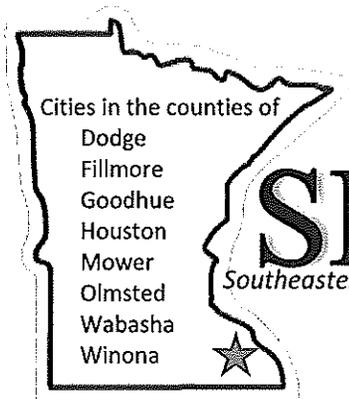
- ZVMA meeting Oct 13<sup>th</sup> in Stewartville at 18:30
- Spouse social was held in October

### **Active Committees**

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

## Secretary/ Calendar

- Motion made by Curt to approve point report
  - 2<sup>nd</sup> by Russ
  - Motion carries
  - November Lunch- JJ, Jim, Jen
  
- Calendar
  - October 21<sup>th</sup> - 19:00 Equipment/truck maintenance
  - October 25<sup>th</sup>- 19:00 First Responder's Refresher
  - October 26<sup>th</sup>- 18:00 First Responder Test out
  - October 29<sup>th</sup>- 18:00 SOG meeting
  - November 2<sup>nd</sup>- 19:00 Officer's Meeting
  - November 4<sup>th</sup>- 18:00 Safety Meeting
  - November 4<sup>th</sup>- 18:30 1<sup>st</sup> Wednesday Drill
  - November 4<sup>th</sup>- 20:30 General Members meeting
  - November 11<sup>th</sup>- 18:30 first responders
  - November 11<sup>th</sup>- 19:30 2<sup>nd</sup> Wednesday
  - November 16<sup>th</sup> – 18:00 Kasson Social
  - November 18<sup>th</sup>- 19:00 Equipment/Truck Maintenance
  
- Motion made to adjourn by Travis B, 2nd Jeremy
  - Motion carries



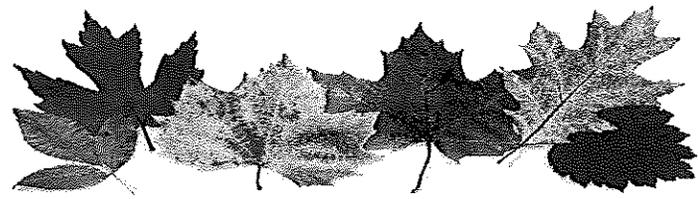
# SEMLM

Southeastern Minnesota League of Municipalities

www.semlm.org

## October 2015

Save these dates:  
October 29 ... Austin (with LMC)  
January 27 ..... Byron  
April 27 ..... Elgin  
*\*Look for treats on pages 4 and 6.*



### Board of Trustees

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dean.cisrw@gmail.com
- Trustee .....** Dan Egger  
Kasson City Council  
councilpersonegger@cityofkasson.com
- Staff .....** Brenda Johnson  
brenda@semlm.org  
507-867-4650

### *From the Prez – Our Colorful Season*

One of the best things about our region is the incredible colors of fall. They're nearing their peak, and I hope you get out to enjoy it.

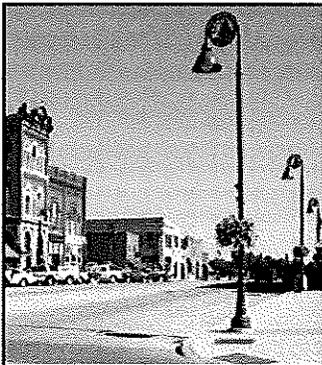
It's also time to get ready for the Fall LMC/SEMLM Regional meeting, which will be in Austin on October 29. You'll get more news of this from both the SEMLM and the LMC, and you can register at <http://lmc.org/page/1/2015RegionalMeetings.jsp>.

The SEMLM Board now has ongoing discussions with other groups, such as SE MN Together and Journey 2 Growth. As we explore ways to work together without overlapping, the Board remains mindful of the role and mission of the SEMLM, focusing on legislative topics and education. As noted in the SEMLM Constitution, Article III, "The purposes of the League shall be to promote the joint and several interests and the general welfare of the members through discussion, cooperation and legislation."

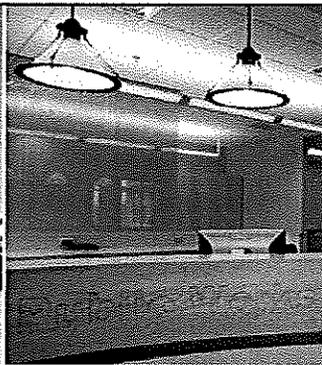
If you have ideas for the 2016 SEMLM legislative policies, please bring those to the Austin Oct. 29 meeting, too. You'll review and revise the list of topics to present to lawmakers in the next legislative session. If you can share your ideas in written form, even just a short note, bring it to the meeting or email it to Brenda at [brenda@semlm.org](mailto:brenda@semlm.org).

Fall reminds us to give thanks, and I thank our cities and Community Partners for their continued membership and support of the SEMLM goal of working together for the region. We all benefit from this cooperative venture begun decades ago, and I'm honored to be a part of it.

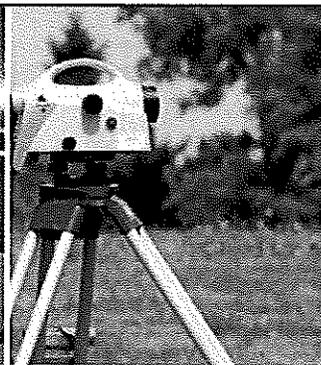
SEMLM President Randy Staver  
Rochester City Council President



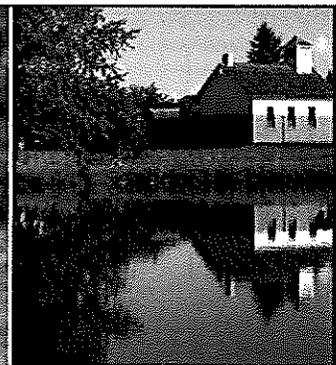
ENGINEERING



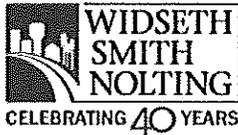
ARCHITECTURE



SURVEYING



ENVIRONMENTAL

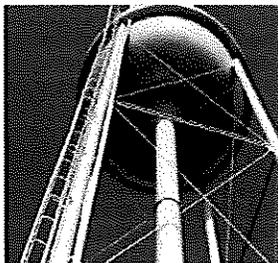
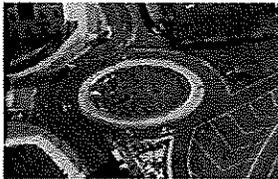


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## From the SEMLM Boardroom

**Bill Spitzer - SE MN Together.** Mr. Spitzer discussed the upcoming regional meetings that are sponsored in part by a grant from the Southeast Minnesota Initiative Foundation to look at workforce concerns in the 11 county region. The **Winona** meeting location on **Dec. 3** will target cities of the SEMLM area.

**Mary Blair-Hoeft - Journey 2 Growth.** Ms. Blair-Hoeft outlined the J2G initiative for the board and asked how J2G could help SEMLM. It is the desire not to duplicate the service/network. With a limited scope of service (5 years), J2G is looking for avenues to disseminate information and promote regional economic development during that time and beyond. The board discussed what regional group could promote the 11 county area. Discussion was held on the current role of SEMLM, its strengths and weaknesses, its goals and mission, and where the board saw the organization going. The Board wants to keep the membership informed as DMC continues to unfold, and expressed their interest in remaining open to new ways to help their members, and would welcome further discussions when the need arises.

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*Thoughts for the day from our SEMLM Community Partners*

“When dealing with the local press, remember that you have the right to remain silent. Anything you say will be misquoted and used against you.” – Mike Bubany, David Drown Assoc.

Did you know that in 2014 alone, the Community and Economic Development Associates (CEDA) team authored successful grant applications resulting in funding of over \$2.6 million for CEDA communities? -- CEDA

FEMA’s Assistance to Firefighters Grant application period is expected to open in early November. Widsath Smith Nolting’s Senior Funding Specialist Pat Conroy can help your fire department apply. Reach him at [Pat.Conroy@wsn.us.com](mailto:Pat.Conroy@wsn.us.com). -- WSN

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**SVEN AND OLE WORK FOR THE CITY**  
(Be glad it's NOT your city!)

**FUNNY ON FOUR**

SVEN AND OLE are UP FIXING THE ROOF ON CITY HALL. SVEN PICKS UP A NAIL, LOOKS AT IT, AND THROWS IT AWAY.  
HE PICKS UP THE NEXT ONE, LOOKS AT IT, AND HAMMERS IT INTO THE ROOF.  
THE NEXT ONE HE HAMMERS INTO THE ROOF; THE NEXT ONE HE THROWS AWAY.  
OLE SAYS, "SVEN, WHY DO YOU THROW AWAY HALF THE NAILS?"  
SVEN SAYS, "OLE, DON'T YOU SEE, THEY HAVE THE POINT ON THE WRONG END!"  
OLE SAYS, "SVEN, DON'T BE SUCH A DUMMY! THOSE ARE FOR THE OTHER SIDE OF THE ROOF!"



**How the SEMLM works:**

- 1.** Member cities have at least one person representing their city attend quarterly meetings to share issues their community faces. This person can be an elected or appointed official, or a staff person.
- 2.** Cities can send a different person each time, the same person, or more than one person. Each city has one vote for any official action, no matter how many representatives it sends.
- 3.** Shared issues can become regional legislative policy positions to promote with area lawmakers, the governor, and state commissioners.
- 4.** Executive Board members maintain contact with legislators on regional priorities. Background information on policy positions can be provided in the form of "Talking Points" to assist lawmakers in promoting our members' positions.

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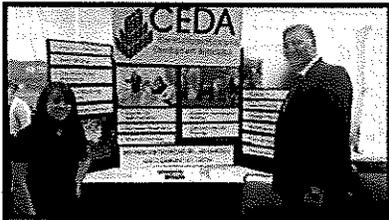
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## DDA

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507-346-7895

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612-920-3320 ext. 109

OLE and SVEN grabbed their poles and headed out to do some ice fishing in Chatfield. As they were augering a hole in the ice, they heard a loud voice from above say, "There are no fish under the ice."

OLE and SVEN moved about 25 feet over and started to make another hole. The voice said a little stronger, "There are no fish under the ice."

They both looked around and then looked up. Ole said in a humble voice, "Are you God?"

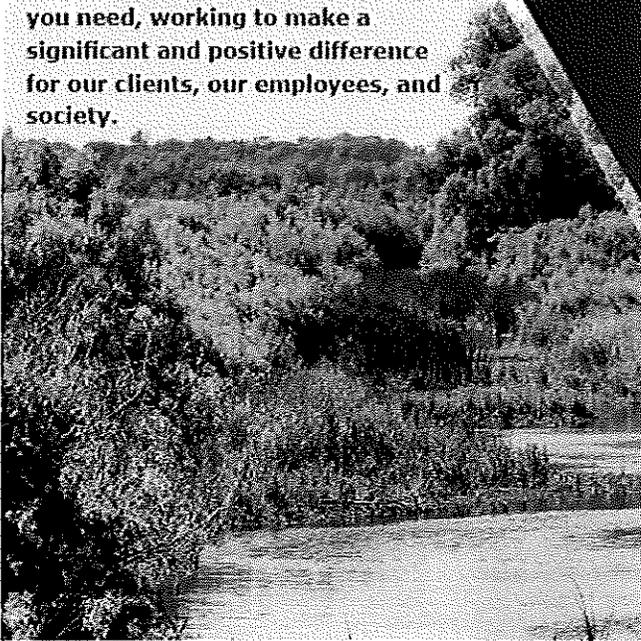
The voice spoke back, "No, ya idiots! I'm the ice rink attendant!"

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## 2015 Regional Meeting Oct. 29 *Let's Get Together!*

While Minnesota is often recognized for its many lakes, we could be known as the land of 10,000 community festivals. We love coming together with others from our area to break bread, celebrate local history and traditions, and have some fun! During the 2015 Regional Meeting in **Austin**, you'll get together with others from our region of the state to share ideas on common challenges and learn about LMC and SEMLM resources that can help your city—all while enjoying social time and good food with neighboring city leaders.

### **Attend this meeting to:**

**Learn** about techniques to help you be a more effective communicator.

**Hear** about how cities fared in the legislature this year—and what's in store for next session.

**Explore** the challenges of finding a comprehensive transportation funding solution that works for everyone.

**Find out** about tools to help your city hall be safe and secure.

**Share** ideas with Dave Unmacht, the LMC's new executive director.

**Network**—formally and informally—with city officials from your region.

**Communicate** with our lawmakers through SEMLM legislative policy issues.

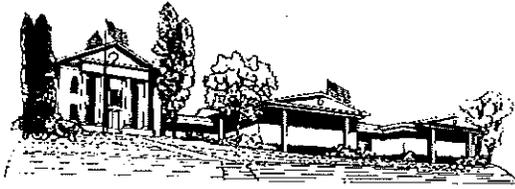
**Register now!**

<http://lmc.org/page/1/2015RegionalMeetings.jsp>

## What's HOT in Austin?!

Austin's **Red Bike program** is picking up steam. Volunteers have collected about 35 bikes for the program where residents will be able to borrow a designated bike from the city free of charge. Riverland Community College's automotive program and its students are donating time to paint the bikes. Organizers are working with the city of Austin to create the Red Bike program, and still hope to get more adult, single-speed bike through donations, which can be dropped off at Rydjour, 219 N. Main Street.

**Austin Police Department's first Citizens' Academy** in 18 years is going well. Police Chief Brian Krueger said the group of 14 community members have given good feedback so far. "We've got a great group of 14 attending. They're here every week, they're very eager to absorb all the information that they're getting, they have some very good questions, and overall I think they are just fascinated to learn all the activities that we're involved in and all the types of training we need to maintain our license and to be police officers."



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## DODGE COUNTY

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MANTORVILLE, MN 55955 - 0033

PHONE - 507 . 635 . 6239 λ FAX - 507 . 635 . 6265

TOLL FREE - 888 . 600 . 5169 λ JOBS LINE - 507 . 635 . 6284

Tuesday, October 20, 2015

City of Mantorville  
P.O. Box 188  
Mantorville, MN 55955

To Whom It May Concern:

Attached is a list of tax forfeited properties located in your city in Dodge County. On September 22, 2015 the Dodge County Board of Commissioners classified these properties as non-conservation. This is the first step for putting them on public sale or conveying them for a public use.

This letter is to familiarize you with the list so that you can discuss the possibility of conveyance to your city. The list has been sent to the Minnesota Department of Natural Resources for their approval of the sale or conveyance of the properties. When we receive their approval we will be sending you a formal letter requesting that you approve the parcel(s) for public auction or auction to adjacent owners, or request a conveyance to your city for public use.

If you have any questions, please feel free to contact me at 1-507-635-6212.

Thank you for your assistance.

Sincerely,

Rose Culbertson  
Taxpayer Services Director

Parcel ID	Original Owner	Previous Owner	Location	Type/	Class	Comments
17.100.0880	State of MN	Virnig, Susan	21019 601 St. Dodge Center	Residential		
21.177.0220	State of MN	Henderson, Patricia	500 Front St E. Claremont City	Residential		
25.100.3461	State of MN	Buechler, Thomas	Mantorville City	unimproved/ residential lot		

# Memo

**To:** Mayor and Council  
**From:** Cami Reber  
**Date:** October 23, 2015  
**Re:** Old FD Radio's

---

Attached is a list of Fire Department Radio Equipment that is no longer of use by the Fire Department. Previously, the City Council agreed to let the FD find a use for the equipment and to let the Council know.

It is being recommended that the equipment shown on the list be transferred to the DNR Excess Property Program. The DNR Excess program then finds other more rural fire departments and Service Agencies to utilize the equipment. The equipment will be dropped off at the end of the month.

All radios are Motorola

### **Handheld radios**

#### HT250 radio with charger

Serial numbers 749TJE7374, 749TJE7383, 749TJ37386

#### MT1000 in 6 bank charger

Serial number 751ARQ0442, 751ARQ0440, 751ASW0923, 751ARQ0443, 751ARQ0441

One with serial number tag missing.

### **Mobile radios**

#### Model D43LRA7PASBK (Maxtrac)

Serial numbers 778TSW0509, 7787SW0544, 7787SW0524

#### Model D43MJA7JA5SK

Serial number 428TWY0831

#### Model CDM155LS with remote heads

WB4 136191, WB4 136227, WB4 136247, WB4 138572

#### Model CDM1250 with remote head

Serial number WB3 070946

#### Model CDM1550LS+

Serial number WB4 00131

#### Model GCN6113c with remote head

Serial number WC3 115300

Radio equipment to be transferred to DNR Excess Property program 2015.docx

Model AAM25KKF9DU5AN with remote head

Serial numbers 103TDLF086, 103TDLF090, 103TDLF560, 103TDLF178, 103TDLF081

Modem CDM1250

Serial number WB3 0007756

Model HT1000

Serial numbers 402AVLC881 Z, 402AVLC892 Z

Some Mobile radios have base station mount

MISC mounting hardware and accessories including 8 vehicle mount antennas

**120 volt to 12 volt power supplies**

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Model SS-18 , Serial number 2014100019

Model SS-11R, Serial number 9204289

Mantorville Fire & Rescue Department

21 5<sup>th</sup> ST E

PO Box 355

Mantorville, MN 55955

## **Notice of Hearing on Proposed Assessment**

Mantorville, Minnesota, September 24, 2015

### **TO WHOM IT MAY CONCERN:**

Notice is hereby given that the Mantorville City Council will meet at 6:30 p.m. on October 26, 2015 to consider, and possibly adopt, the proposed assessment for the outstanding amount owed to the City for the demolition and costs associated with property you own or have an interest in at 408 West Street, Mantorville, MN, per the 2015 property tax records.

The amount to be specially assessed against your particular lot, piece, or parcel of land is \$27,453.84 as shown on the attached documents. Such assessment is proposed to be payable in no more than two installments extending over a period of one (1) year.

You may at any time prior to certification of the assessment to the county auditor, pay the entire assessment on such property. Such payment must be made before November 15 or interest could be charged through December 31 of the succeeding year.

The proposed assessment roll is on file for public inspection at the city clerk's office. The total amount of the proposed assessment is \$27,453.84. Written or oral objections will be considered at the meeting. No appeal to district court may be taken as to the amount of an assessment unless a written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. The council may upon such notice consider any objection to the amount of a proposed individual assessment at an adjourned meeting upon such further notice to the affected property owners as it deems advisable.

Under Minn. Stat. §§ 435.193 to 435.195, the council may, in its discretion, defer the payment of this special assessment for any homestead property owned by a person 65 years of age or older, one retired by virtue of a permanent and total disability, or a member of the National Guard or other reserves ordered to active military service for whom it would be a hardship to make the payments. When deferment of the special assessment has been granted and is terminated for any reason provided in that law, all amounts accumulated plus applicable interest become due. Any assessed property owner meeting the requirements of this law, may, within 30 days of the confirmation of the assessment, apply to the City Clerk for the prescribed form for such deferral of payment of this special assessment on his/her property.

An owner may appeal an assessment to district court pursuant to Minn. Stat. § 429.081 by serving notice of the appeal upon the mayor or clerk of the city within 30 days after the adoption of the assessment and filing such notice with the district court within ten days after service upon the mayor or clerk.

Camille C. Reber  
City Clerk Treasurer  
City of Mantorville

**RESOLUTION 2015-26**

**A RESOLUTION ADOPTING A SPECIAL ASSESSMENT RELATING TO THE  
REMOVAL OF HAZARDOUS CONDITIONS ON THE PROPERTY LOCATED  
AT: 408 WEST STREET, MANTORVILLE, MINNESOTA**

**WHEREAS**, on April 14, 2014, the Mantorville City Council passed Resolution 2014-05, Ordering the Abatement of Conditions Creating a Nuisance and a Hazardous Property (the “Order for Abatement”) at 408 West Street, in the City of Mantorville (the “Property”); and

**WHEREAS**, by Order dated February 25, 2015, the District Court sustained the Order for Abatement (the “Court Order”); and

**WHEREAS**, in the Court Order, the Court further held that the City may enter the Property and cause the hazardous conditions to be repaired or removed or may cause the building to be razed and that the City’s costs to repair, raze, correct or remove the hazardous conditions shall be a lien against the Property and may be collected as a special assessment in the manner provided by Minnesota Statutes Sections 429.061 to 429.081, payable in a single installment, as set forth in Minnesota Statutes Section 463.21; and

**WHEREAS**, upon receipt of the Court Order, the City razed the building and removed and corrected the hazardous conditions on the Property (the “Abatement Work”); and

**WHEREAS**, Minnesota Statutes Section 463.21 authorizes the City to recover its costs associated with the Abatement Work by means of a special assessment against the Property in the manner provided by Minnesota Statutes Section 429.061 to 429.081; and

**WHEREAS**, pursuant to proper notice duly given as required by law and in accordance with Minnesota Statutes Chapters 429 and 463, the City Council has met, heard, and passed upon all objections to the proposed assessment against the Property; and

**NOW, THEREFORE, BE IT RESOLVED BY** the Mantorville City Council as follows:

1. The proposed assessment roll, a copy of which is attached hereto as Exhibit A and made a part hereof, is hereby accepted and shall constitute the special assessment against the Property.
2. The assessment shall be payable in a single installment, payable on or before the first Monday in January 2016.
3. The owner of the Property may, at any time prior to certification of the assessment to the Dodge County Auditor, pay the whole of the assessment to the City Clerk Treasurer.

4. The City Clerk Treasurer is directed to transmit a certified duplicate of this assessment to the Dodge County Auditor to be extended on the property tax list of Dodge County. The assessment shall be collected and paid over in the same manner as other municipal taxes.

Resolution adopted this 26<sup>th</sup> day of October, 2015.

---

Mayor Chuck Bradford

ATTEST:

---

City Clerk Treasurer Camille C. Reber

**EXHIBIT A**

**Assessment Roll**

<u>PID #</u>	<u>Address</u>	<u>Amount</u>
25.100.0160	408 West Street	\$24,902.00