

MANTORVILLE CITY COUNCIL MEETING AGENDA
MONDAY, SEPTEMBER 26, 2016
6:30 PM

1. Call to Order
2. Pledge of Allegiance
3. Additions/Deletions to Agenda
4. Consent Agenda
 - a) City Council Meeting Minute's September 12, 2016
 - b) Warrant List September 26, 2016
 - c) Dodge County Commissioners Meeting Agenda
5. Public Concerns
6. Public Hearing
7. Old Business/New Business
 - a) Drainage 510 Chestnut Street - Jim Potter
 - b) Tabled - Final Draft Ordinance 01-2016 Amending Section 150.025 of City Zoning Code
 - c) Tabled Ordinance 03-2016 Amending Section 150.071 of the City Zoning Code
 - d) Solar Stone Solar Garden Subscription
 - e) Health Insurance Renewal 2017
 - f) 2017 Preliminary Budget
 - g) Resolution 2016-13 A RESOLUTION ADOPTING THE PROPOSED PROPERTY TAX LEVY COLLECTIBLE IN THE YEAR 2017
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
 - a) Staff Evaluation - Joe Adams
10. Adjourn

MANTORVILLE CITY COUNCIL MEETING MINUTES
MONDAY, SEPTEMBER 12, 2016
6:30 PM

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

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

Others Present: William Reding, Ryan Christiansen, Gordy Simanton, Gretta Becay, Dave Burton, Sharon Davern, Daniel Trapp, Peggy Dubbels, Dave Dripps, Jonathon Johnson, Tim Hruska, Scott Larsen and Cami Reber.

2. **Pledge of Allegiance** - Done

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 August 22, 2016
- b) Warrant List September 12, 2016
- c) Dodge County Commissioners Meeting Agenda
- d) 2017 PERA Rate Aid Notice
- e) Dodge County Open House Event
- f) Dodge County Sheriff's Department Mantorville Call Report August 2016
- g) Dodge County Zoning Amendment Notice

Motion passed unanimously.

5. **Public Concerns**

Jonathon Johnson – 917 Blanch Street – asked how to go about vacating Blanch Street between 9th and 10th Street. Cami will send him the paperwork.

6. **Public Hearing** – Motion made by Member Lambert, second by Member Hofstad to close the regular session and open the public hearing at 6:32 pm for the Preliminary Plat of Mantor Woods Estates and the Street Vacation Request. Motion passed unanimously.

- a) **6:32 pm – Preliminary Plat Mantor Woods Estates**

City Engineer Tim Hruska explained the preliminary Plat of Mantor Woods West Subdivision. It is 7 lots, on the north end of town, part of this is in the township so there is currently annexation procedures that are also concurrently occurring that will be completed before the final plat is submitted for final review. They will be closing the access to highway 57 with concurrence by MN Dot, and there is also the street vacations; 10th Street and Blanch Street North of 10th Street; he is recommending that those be conditional upon final plat approval.

The Developer is proposing a grinder pump system for the sanitary sewer, it will be a private system, the grinder pumps and main will all be owned by the private individuals, covenants should be submitted to the City for review so it is clearly defined that those are private, Rain gardens are being proposed to deal with the storm water and the covenants will also state these will be privately owned and operated. The City needs to have the ability to go in and make sure they are maintained for the future and properly planned for. Everything seems to be in order and it is what they expect with nothing out of the ordinary.

Dave Burton – 919 Blanch Street – his land adjoins the project and he noted the center of the alley isn't where it is supposed to be. He discussed this further and proposed a way to update the water line. City Engineer Hruska noted that we are looking at and discussing the water looping project to extend up to this subdivision.

David Martin, Massey Surveying, noted that he received the comment letter and plans to abide by all of the comments. They are revising the plans as needed.

Dave Dripps – Bergmann Drive, asked why we aren't hooking up to City Sewer for this project. City Engineer Hruska noted to do a gravity system would be cost prohibitive.

Another comment was confirming if the exit will come out on 10th Street? City Engineer Hruska replied that part of the water looping project will look at the possibility of widening 10th Street and Blanch Street but the street part has not been discussed specifically as of yet only the water line piece of it.

Motion made by Member Blair, second by Member Roth to close the public hearing and go back into regular session at 6:44 pm. Motion passed unanimously.

b) **6:35 pm – Street Vacation Request's** – addressed above.

7. Old Business/New Business

a) **Approval of the Preliminary Plat Mantor Woods Estates**

Motion made by Member Blair, second by Member Roth to approve the preliminary plat of Mantor Woods West Subdivision, conditional upon meeting the comments of the City Engineer and comments from the City Attorney. Member Blair noted that this is a nice development, is reasonable, workable, and he doesn't see any big issues. Motion passed unanimously.

b) **RESOLUTION 2016-11 APPROVING THE VACATION OF A PORTION OF BLANCH STREET**

Motion made by Member Blair, second by Member Hofstad to approve RESOLUTION 2016-11 A RESOLUTION APPROVING THE VACATION OF BLANCH STREET ADJACENT TO BLOCK 26 AND BLOCK 27, ORIGINAL PLAT as presented conditional upon final approval of the Mantor Woods West Subdivision. Motion passed unanimously.

c) **RESOLUTION 2016-12 APPROVING THE VACATION OF A PORTION OF 10TH STREET**

Motion made by Member Blair, second by Member Hofstad to approve RESOLUTION 2016-12 A RESOLUTION APPROVING THE VACATION OF A PORTION OF 10TH STREET ADJACENT TO BLOCK 25 AND BLOCK 26, ORIGINAL PLAT as presented pending final approval of Mantor Woods West Subdivision. Motion passed unanimously.

d) **Street Repairs 2016**

City Engineer Tim Hruska presented to the Council a quote for street repairs on two areas of road way in the City. One is for Scott Lane and another on Clay Street/4th Street. Rochester Service is the low quote at \$9,185.40. He is recommending to move forward with Rochester Service. Motion made by Member Blair, second by Member Hofstad to approve as presented. Motion passed unanimously.

e) **Jim Potter – Drainage 510 Chestnut**

City Engineer Tim Hruska discussed with the Council a drainage issue that has come up. He feels this is a private drainage issue which right now he can't draw a clear conclusion as to where we are at. Both he and Scott Larsen met with the homeowner, Jim Potter to review the concern Mr. Potter has.

Mr. Potter – feels his neighbor messed with the waterway without asking the City for a permit. The water he is getting on his side of the property far exceeds what has ever been there. It has never been a problem in the past until his neighbor did some landscaping work. He brought in 2 truckloads of dirt, and 1 truckload of gravel. He feels the modification of the lot is what changed things. The culvert has been modified and it use to be clear but it is filling up with dirt and now all the water comes to his home.

Mayor Bradford asked if the modification has caused a drainage problem this significant, what can we do to fix it. City Engineer Hruska suggested that we will research it a little more and see if we can resolve it in a couple of weeks. The Mayor asked to be kept in the loop and work through it.

- f) Tabled Ordinance 01-2016 AMENDING SECTION 150.025 OF THE CITY ZONING CODE**
Motion made by Member Lambert, second by Member Roth to pull from the table for discussion, Ordinance 01-2016. Motion passed unanimously. Council Members discussed further

Motion made by Member Blair, second by Member Lambert to table and bring back a clean copy of Ordinance 01-2016 Amending Section 105.025 of the City Zoning Code with the following change; change the square footage of any one accessory structure not to exceed 1,400 square feet. If more than one accessory structure is on a lot, the combined sizes cannot exceed 1,400 square feet. All other parts of the draft will remain as written.

- g) Tabled Ordinance 02-2016 AMENDING SECTION 150.044 OF THE CITY ZONING CODE**
Motion made by Member Blair, second by Member Roth, to pull from the table Ordinance 02-2016. Motion passed unanimously.
Discussion on the State definitions compared to what they have. Motion made by Member Blair, second by Member Roth to approve Ordinance 02-2016, AMENDING SECTION 150.044 OF THE CITY ZONING CODE as presented. Motion passed unanimously.

- h) Tabled Ordinance 03-2016 AMENDING SECTION 150.071 OF THE CITY ZONING CODE**
Motion made by Member Blair, second by Member Lambert to pull from the table Ordinance 03-2016. Motion passed unanimously.

Council discussed the buffer yards section. Motion made by Member Blair, second by Member Lambert to table Ordinance 03-2016 for more review. Motion passed unanimously.

- i) Amended Resolution 2016-08, Approval of Wording Change to a CUP Granting a Bed and Breakfast Previously**
This is regarding a change to the verbiage in the document. Motion made by Member Lambert, second by Member Blair to approve Amended Resolution 2016-08, A Resolution Approving a Conditional Use Permit to Operate a Bed and Breakfast, Guest House or Tourism Home at 121 5th Street West. Motion passed unanimously.

- j) Sharon Davern - Building Permit Approval**

The Council reviewed the plans for the carport project submitted by Sharon Davern. Mayor Bradford noted the site plan and building plan are different, one is 18 X 26 and one is 18 X 30. Ms. Davern needs to update the plan to show what the correct size is. She noted that she has lost her contractor now. She needs a building permit in order to get a contractor. She doesn't know what the door is going to look like because she has to start looking at other ones now. She stated that we want things that she can't give us. Mayor Bradford noted she wants a building permit for something we don't know what she is going to build.

Resident Bill Reding asked what the color has to do with the construction plans. He noted the MRA is an advisory board to the Council, only an advisory board. As a home owner, we don't have to do what they say, even the State says that. If we want to follow the Historic District, have we brought the Historic people down to look at her house? Over 70% of the exterior structure does not meet the original structure. She does not fit to be a Historic site. Council discussed what they need to do. Ms. Davern said she provided what we asked for each and every time. Mr. Reding noted this should have already been approved and sent to CMS. It's not the City's job to look at the details of a print, it's CMS's.

Dave Dripps noted a map of the Historic District that was drawn by previous staff and thinks it includes properties that shouldn't be there; it's a misinterpretation of the Historic District. Mayor Bradford noted we are asking our legal team to verify this. Mr. Dripps noted the MRA is an advisory board and has no legal authority. He noted the site plan could be a little better, but it could be interpreted as an attached structure and it should be cleaned up. Her previous contractor drew up the construction plans. The footings will go to the edge of the cement. Ms. Davern adjusted the site plan to show the 6' setback from the accessory structure and existing primary structure. Roofing material will be shingles as close as she can match to the house, aligning with front of house, posts to be vinyl wrap or wood to match the color of house.

Mayor Bradford noted we have a corrected building plan indicating an 18 X 26 carport, aligning with the front of the house with a 6' setback (from primary structure), the color of the uprights either vinyl color matched or painted to match the color of the house and shingles to match the roofing material. Motion made by Member Lambert to approve the permit and forward to CMS for review and approval. Motion failed for lack of a second.

Member Blair asked, what are we approving and why is it coming to Council? Mayor Bradford stated our perception is that it is in the Historic District. Member Blair asked going forward, for building permits in the Historic District coming to Council, what are we approving or disapproving; what is our standard. Member Lambert noted he will take it the MRA tomorrow night for any additional input from them if no action is taken tonight. Member Blair asked Is it the color? What makes it good, what makes it bad, what makes it ok? Mr. Reding noted that the MRA should work with the homeowner, it should not come to Council. It was stated that it is how our ordinance is currently written. Mr. Dripps noted unless there is something unusual about a project, I don't think you want to approve every single building permit that comes in. More discussion by Council.

Member Blair asked again, what are we approving and what is the purpose of the Historic District. Mayor Bradford stated that we have always operated as the one that says we need to get input but not final approval from the MRA, traditionally for projects in the Historic District. The MRA has been contacted, been in the loop and had some questions resolved, most but not all, he assumes that the MRA would be favorable of the project at this point but I cannot speak for them. Member Lambert acknowledged they are supportive of the project. Member Roth noted the items that have been answered at this point and we have gotten what we wanted. Ms. Davern has answered all of the MRA's questions. Motion made by Member Hofstad, second by Member Roth to approve contingent on CMS which is standard on any permit. Motion passed unanimously.

k) Solar Stone Solar Garden Subscription

Council discussed the request for a subscription in to the Solar Garden previously proposed. Member Blair noted all it is, basically, is a loan to build a solar field; we could do this ourselves. He doesn't see them eating any of the; it seems we are carrying the risk on the loan. He feels that unless they come back and explain it differently, he doesn't think this is the time to purchase this.

Member Roth asked who sets the rates, and how often do they change. We have some major things we need to spend money on now and doesn't feel we need to do that here.

Member Lambert noted with the rapid change in technology, being locked in for 25 years, do they adjust the generation rate as the technology improves over the years? If not, he is skeptical.

Member Hofstad said he is looking at what we have going on now. We are a small community and this is a roll of the dice. He feels we should pass.

Gordy Simanton was present from Solar Stone to discuss some of the Council's concerns. He noted that the solar garden is located in Kasson, 5 mgw sight planning to be on the grid by the end of the year. Many cities are on the Dodge Facility. The project cost is about \$12.5 million. Transferred the ownership to NRG who will own, operate and maintain the facility. They have another 18 sites that they will have on before the end of next year. They are not asking anybody to make any investment; there is none required. They are asking for the 25 year contract. No upfront costs. Not everyone takes the full load being offered and we are not required to either.

Council Members discussed the contract and asked Gordon some questions. The only material change we would see is bill credits from Xcel Energy, no capital outlay here. Dave Dripps noted this sounds like it's another source of electricity, another choice to purchase power over the next 25 years which sounds cheaper. He is offering the City a chance to save money. The Mayor noted the hesitation from Council Members but he feels it owes a look at from our legal team. Gordon noted no material text or language changes can be made to the contract. Even if we are skeptical, he would encourage a smaller subscription at 25 - 50%.

l) Appointment of EDA Commissioner

Motion made by Member Blair, second by Member Lambert to approve the appointment of Troy Stafford to the Mantorville Economic Development Authority. Motion passed unanimously.

m) 2017 Preliminary Budget - No Discussion

8. TBD

a) Public Works Report - none

b) City Clerk Report - Cami gave an update on the County Open house, the work comp audit this week, the meeting with the health reps, and a meeting with a representative of meter's and transponders. Our transponders are becoming obsolete. More information will be brought in the future.

c) Consultant Report - none

d) Committee Report

- Chamber - a report on the kickoff of the Stage Coach Days round up committee meeting this Sunday at 4 pm at the Hubbell House.
- EDA- EDA Budget is higher than in past years due to the branding things.
- Fire Department - Member Hofstad reported that this year was the largest pancake breakfast they had, the street dance was great, he thinks the shuttle helped, a great parade and all around great weekend.

e) Council Member Report

- Member Roth - none
- Member Lambert - reported that it all came together (Marigold Days), all had a great weekend. Asked that the EDA consider the Welcome Center as Tourism.
- Member Blair - none
- Member Hofstad - none

f) Mayor Report - weekend went well, fireworks amazing, people had fun, well executed;

9. Executive Session - None

10. Adjourn - Motion made by Member Blair, second by Member Lambert to adjourn the meeting at 9:31 pm. Motion passed unanimously.

***Check Summary Register©**

September 2016

	Name	Check Date	Check Amt	
10100 Citizens State Bank				
UnPaid	DELTA DENTAL OF MN		\$269.80	EMPLOYEE DENTAL FOR SEPTEMBER 201
UnPaid	DODGE COUNTY		\$46.00	RECORD - DAVE DRIPPS MORTGAGE SATI
UnPaid	ELLINGSON COMPANIES		\$743.28	GRINDER PUMP FOR EDGAR RESIDENCE
UnPaid	FARMERS TOP SOIL, INC.		\$327.84	TOP SOIL FOR RIVERSIDE PARK
UnPaid	INNOVATIVE OFFICE SOLUTION		\$26.75	MAILING LABELS FOR CITY HALL
UnPaid	INSPIRE INK BY IMAGES		\$55.00	GEM OF MANTORVILLE PLAQUE
UnPaid	KENNEDY & GRAVEN, CHARTER		\$899.00	LEGAL SERVICES THROUGH JULY 31, 2016
UnPaid	LEAGUE OF MINNESOTA CITIES		\$1,435.00	MN MAYORS ASSOCIATION MEMBERSHIP
UnPaid	LINCOLN NATIONAL LIFE INSUR		\$151.33	EMPLOYEE PAID LIFE INSURANCE
UnPaid	MUELLER SYSTEMS		\$666.00	WATER METERS AND CONNECTORS
UnPaid	ON SITE SANITATION		\$140.00	SLINGERLAND PORT A POTTY
UnPaid	SAMS CLUB		\$49.61	PAPER TOWELS FOR THE SHOP
UnPaid	LAKER CHEMICAL INC. DBA		\$1,420.00	SUPER BUGS FOR WWTP
UnPaid	WESTRUM LEAK DETECTION IN		\$700.00	ANNUAL LEAK DETENTION SURVEY
UnPaid	WHKS & COMPANY		\$5,688.77	ENGINEERING FEES FOR SANITARY SEWE
		Total Checks	\$12,618.38	

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Payments

Current Period: September 2016

Batch Name	WAR 09 26 16	User Dollar Amt	\$12,618.38		
	Payments	Computer Dollar Amt	\$12,618.38		
				\$0.00	In Balance
Refer	0 DODGE COUNTY				
Cash Payment	E 101-46500-437 Other Miscellaneous	RECORD - DAVE DRIPPS MORTGAGE SATISFACTION			\$46.00
Invoice SEPT 2016	9/26/2016				
Transaction Date	9/19/2016	Citizens State Bank 10100		Total	\$46.00
Refer	0 ELLINGSON COMPANIES				
Cash Payment	E 602-49450-220 Bldg.Repair and Mainten	GRINDER PUMP FOR EDGAR RESIDENCE			\$743.28
Invoice 21299	9/26/2016				
Transaction Date	9/19/2016	Citizens State Bank 10100		Total	\$743.28
Refer	0 FARMERS TOP SOIL, INC.				
Cash Payment	E 101-45200-401 Repairs/Maint Buildings	TOP SOIL FOR RIVERSIDE PARK			\$327.84
Invoice 4150	9/26/2016				
Transaction Date	9/19/2016	Citizens State Bank 10100		Total	\$327.84
Refer	0 INNOVATIVE OFFICE SOLUTIONS				
Cash Payment	E 101-41500-200 Supplies	MAILING LABELS FOR CITY HALL			\$26.75
Invoice IN1322207	9/26/2016				
Transaction Date	9/19/2016	Citizens State Bank 10100		Total	\$26.75
Refer	0 KENNEDY & GRAVEN, CHARTERE				
Cash Payment	E 101-41600-304 Legal Fees	LEGAL SERVICES THROUGH JULY 31, 2016			\$899.00
Invoice 133268	9/26/2016				
Transaction Date	9/19/2016	Citizens State Bank 10100		Total	\$899.00
Refer	0 LEAGUE OF MINNESOTA CITIES				
Cash Payment	E 101-41110-433 Dues and Memberships	MN MAYORS ASSOCIATION MEMBERSHIP DUES			\$30.00
Invoice SEPT 2016	9/26/2016				
Transaction Date	9/19/2016	Citizens State Bank 10100		Total	\$30.00
Refer	0 LEAGUE OF MINNESOTA CITIES				
Cash Payment	E 101-41110-433 Dues and Memberships	LEAGUE OF MN CITIES MEMBERSHIP DUES			\$700.00
Invoice 238607	9/26/2016				
Cash Payment	E 601-49400-433 Dues and Memberships	LEAGUE OF MN CITIES MEMBERSHIP DUES			\$425.00
Invoice 238607	9/26/2016				
Cash Payment	E 602-49450-433 Dues and Memberships	LEAGUE OF MN CITIES MEMBERSHIP DUES			\$280.00
Invoice 238607	9/26/2016				
Transaction Date	9/19/2016	Citizens State Bank 10100		Total	\$1,405.00
Refer	0 LINCOLN NATIONAL LIFE INSURA				
Cash Payment	G 101-21711 Life Insurance Payable	EMPLOYEE PAID LIFE INSURANCE			\$151.33
Invoice SEPT 2016	9/26/2016				
Transaction Date	9/19/2016	Citizens State Bank 10100		Total	\$151.33
Refer	0 ON SITE SANITATION				
Cash Payment	E 101-45200-410 Rentals	SLINGERLAND PORT A POTTY			\$70.00
Invoice SEPT 2016	9/26/2016				
Cash Payment	E 603-45183-410 Rentals	RV PARK PORT A POTTY			\$70.00
Invoice SEPT 2016	9/26/2016				
Transaction Date	9/19/2016	Citizens State Bank 10100		Total	\$140.00

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Payments

Current Period: September 2016

Refer	0	SAMS CLUB	-				
Cash Payment	E 101-43100-200	Supplies	PAPER TOWELS FOR THE SHOP			\$26.52	
Invoice	SEPT 2016	9/26/2016					
Cash Payment	E 101-45200-200	Supplies	TP FOR THE PARKS			\$23.09	
Invoice	SEPT 2016	9/26/2016					
Transaction Date	9/19/2016		Citizens State Bank	10100	Total	\$49.61	
Refer	0	WHKS & COMPANY	-				
Cash Payment	E 602-49450-303	Engineering Fees	ENGINEERING FEES FOR SANITARY SEWER CONNECTION TO KASSON JULY 30TH THROUGH AUGUST 26TH			\$2,735.87	
Invoice	35367	9/26/2016					
Transaction Date	9/19/2016		Citizens State Bank	10100	Total	\$2,735.87	
Refer	0	WHKS & COMPANY	-				
Cash Payment	E 401-41000-570	Capital Outlay	ENGINEERING FEES FOR 5TH STREET RECON JULY 30TH - AUGUST 26TH			\$470.40	
Invoice	35368	9/26/2016					
Transaction Date	9/19/2016		Citizens State Bank	10100	Total	\$470.40	
Refer	0	WHKS & COMPANY	-				
Cash Payment	E 602-49450-300	Professional Svcs (GEN)	MANTORVILLE WWTP OPERATIONS JULY 30TH - AUGUST 26TH			\$2,482.50	
Invoice	35369	9/26/2016					
Transaction Date	9/19/2016		Citizens State Bank	10100	Total	\$2,482.50	
Refer	0	DELTA DENTAL	-				
Cash Payment	G 101-21708	Dental Insurance	EMPLOYEE DENTAL FOR SEPTEMBER 2016			\$269.80	
Invoice	6637736	9/26/2016					
Transaction Date	9/20/2016		Citizens State Bank	10100	Total	\$269.80	
Refer	0	MUELLER SYSTEMS	-				
Cash Payment	E 601-49400-228	Equip. Repair and Maint	WATER METERS AND CONNECTORS			\$666.00	
Invoice	SEPT 2016	9/26/2016					
Transaction Date	9/22/2016		Citizens State Bank	10100	Total	\$666.00	
Refer	0	WESTRUM LEAK DETECTION INC	-				
Cash Payment	E 601-49400-300	Professional Svcs (GEN)	ANNUAL LEAK DETENTION SURVEY			\$700.00	
Invoice	3884	9/26/2016					
Transaction Date	9/22/2016		Citizens State Bank	10100	Total	\$700.00	
Refer	0	INSPIRE INK BY IMAGES	-				
Cash Payment	E 101-46500-437	Other Miscellaneous	GEM OF MANTORVILLE PLAQUE			\$55.00	
Invoice	SEPT 2016	9/26/2016					
Transaction Date	9/22/2016		Citizens State Bank	10100	Total	\$55.00	
Refer	0	TEAM LAB CHEMICAL CORP.	-				
Cash Payment	E 602-49450-216	Chemicals and Chem Pr	SUPER BUGS FOR WWTP			\$1,420.00	
Invoice	INV0003499	9/26/2016					
Transaction Date	9/23/2016		Citizens State Bank	10100	Total	\$1,420.00	

Payments

Current Period: September 2016

Fund Summary

	10100 Citizens State Bank	
101 GENERAL FUND		\$2,625.33
401 GENERAL CAPITAL PROJECTS		\$470.40
601 WATER FUND		\$1,791.00
602 SEWER FUND		\$7,661.65
603 RV PARK		\$70.00
		<hr/>
		\$12,618.38

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$12,618.38
Total	<hr/>
	\$12,618.38

Dodge County Board of Commissioners
Committee Agenda

Government Services Building, Conference Room B
Mantorville, MN

COMMITTEE AGENDAS

SEPTEMBER 27, 2016 3:30 P.M.

3:30 P.M. CONFERENCE ROOM B	4:00 P.M. CONFERENCE ROOM A		
3:30 P.M. ADMINISTRATION COMMITTEE	4:00 P.M. PUBLIC HEALTH COMMITTEE		
Gray & Administrator (Tjosaas - Alt)	Erickson & Tjosaas (Peterson - Alt)		
3:40 P.M.	4:10 P.M.	V	V
BECKY LUBAHN, Executive Assistant	AMY ROGGENBUCK, Public Health Director		
<input type="checkbox"/> 1.1 Minutes of the September 13, 2016 Committee of the Whole	<input type="checkbox"/> 1.1 Request to Approve Write-Offs	A	A
<input type="checkbox"/> 1.2 Minutes of the September 13, 2016 Meeting	<input type="checkbox"/> 1.2 MnCCC Joint Powers Agreement	A	A
<input type="checkbox"/> 1.3 Minutes of the September 20, 2016 Special Meeting		A	
3:45 P.M.			
ROSE CULBERTSON, Taxpayer Services Director			
<input type="checkbox"/> 2.1 Review Bills		A	
3:55 P.M.			
LISA HAGER, Employee Relations Director			
<input type="checkbox"/> 3.1 Personnel Agenda		A	

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

DODGE COUNTY BOARD OF COMMISSIONERS MEETING

SEPTEMBER 27, 2016 – 5:00 P.M.

ALL TIMES LISTED ARE APPROXIMATE AND MAY BE DISCUSSED AT ANY TIME UNLESS IT IS A SCHEDULED PUBLIC HEARING.		
ITEM	5:00 P.M.	STEVEN GRAY, Chair CONVENE COUNTY BOARD MEETING PLEDGE OF ALLEGIANCE DETERMINE QUORUM ESTABLISH AGENDA NEW EMPLOYEE INTRODUCTIONS
1.0 1.1 1.2 1.3 1.4	-	CONSENT AGENDA <input type="checkbox"/> Request to Approve Write-Offs <input type="checkbox"/> MnCCC Joint Powers Agreement <input type="checkbox"/> 2017 Natural Resources Block Grant <input type="checkbox"/> Final Payment to Fitzgerald Excavating for SAP 020-599-098
<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	5:05 P.M. 10 Minutes	GUY KOHLNHOFER, County Engineer <input type="checkbox"/> Schedule Hearings to Turn-Back Certain County Roads to Townships
3.0 3.1	5:15 P.M. 5 Minutes	ROSE CULBERTSON, Taxpayer Services Director <input type="checkbox"/> Review and Approve Bills
4.0 4.1	5:20 P.M. 5 Minutes	CHAD KNUDSON, Environmental Technician <input type="checkbox"/> SSTS Grant Payment
5.0 5.1	5:25 P.M. 5 Minutes	RYAN DECOOK, Land Records Director <input type="checkbox"/> Data Storage Update
6.0 6.1	5:30 P.M. 15 Minutes	TOM MONSON, EDA Adviser <input type="checkbox"/> Al-Corn Clean Fuel Tax Abatement Public Hearing
7.0 7.1 7.2	5:45 P.M. 5 Minutes 5 Minutes	LISA HAGER, Employee Relations Director <input type="checkbox"/> Personnel Agenda <input type="checkbox"/> Department Credit Card
8.0 8.1	5:55 P.M. 5 Minutes	MIKE LEONHARDT, Chief Deputy <input type="checkbox"/> School Resource Deputy Contracts
9.0	6:00 P.M. 5 Minutes	BREAK

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

DODGE COUNTY BOARD OF COMMISSIONERS MEETING

SEPTEMBER 27, 2016 – 6:05 P.M.

10.0 10.1	6:05 P.M. 5 Minutes	PAUL KILTINEN , County Attorney <input type="checkbox"/> Legal Update
11.0 11.1	6:10 P.M. 10 Minutes	JOHN MCNAMARA , Wold Architects & Engineering Partner <input type="checkbox"/> Change Order 8
12.0 12.1	6:20 P.M. 5 Minutes	DUKE HARBAUGH , Facilities & Fleet Manager <input type="checkbox"/> Condensate Piping
13.0 13.1 13.1	6:25 P.M. 10 Minutes 5 Minutes	LISA KRAMER , Finance Director <input type="checkbox"/> Historical Society Cellar Door <input type="checkbox"/> 2017 Preliminary Budget & Levy
14.0 14.1	6:40 P.M. 25 Minutes	STEVEN GRAY , Administration Committee <input type="checkbox"/> Administration Committee Report <ul style="list-style-type: none"> • Minutes of the September 13, 2016 Committee of the Whole (Action) • Minutes of the September 13, 2016 Meeting (Action) • Minutes of the September 20, 2016 Special 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
15.0	7:05 P.M.	ADJOURN

Coming up in Dodge County:

September 27, 2016 – Board of Adjustment Meeting, 8:00 A.M., Government Services Building Mantorville, MN.

September 27, 2016 – Al-Corn Clean Fuel Tax Abatement Public Hearing, 5:30 P.M., Government Services Building, Mantorville, MN.

September 29, 2016 – Council of Governments Meeting, 9:30 A.M., Government Services Building, Mantorville, MN.

October 4, 2016 – Flu Shot Clinic, 2:00 P.M., Government Services Building, Mantorville, MN.

October 12, 2016 – Southern Minnesota Initiative Foundation Annual Luncheon, 12:00 P.M., Owatonna Holiday Inn, Owatonna, MN.

October 12, 2016 – Southern Minnesota Initiative Foundation Open House Celebration, 4:30 P.M., Owatonna Arts Center, Owatonna, MN.

October 18, 2016 – Fairview Care Center Meeting, 9:00 A.M., Dodge Center, MN.

October 18, 2016 – MN Prairie Joint Powers Board Meeting, 1:30 P.M., Government Services Building, Mantorville, MN.

October 24, 2016 – AMC District IX Meeting.

October 27, 2016 – Ice Arena Committee Meeting, 5:30 P.M., Kasson City Hall, Kasson, MN.

Dodge County Commissioners may be in attendance at these meetings.

Dodge County Board of Commissioners
Meeting Agenda

Government Services Building, Conference Room B
Mantorville, MN

DODGE COUNTY BOARD OF COMMISSIONERS MEETING

SEPTEMBER 27, 2016 – 7:05 P.M.

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

CITY OF MANTORVILLE

AN ORDINANCE AMENDING SECTION 150.025 OF THE MANTORVILLE CITY ZONING CODE

THE CITY COUNCIL OF THE CITY OF MANTORVILLE, MINNESOTA, ORDAINS:

Section 1. Section 150.025 of the Mantorville City Code is hereby amended by deleting the ~~stricken~~ language and inserting the double under lined language as follows:

§ 150.025 ACCESSORY BUILDINGS OR STRUCTURES.

(A) *Permit requirements.* No accessory building or structure shall be placed, erected or constructed on a lot where a permitted principal structure has not been constructed. This section shall not be construed to govern the sequencing of a construction project in which both the principal and accessory structures are to be built simultaneously. No accessory building or structure shall be constructed or erected which does not comply with the Minnesota State Building Code.

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

(C) *Attached accessory structure.* An accessory structure building, including but not limited to car ports and breezeways attached to the principal structure building on a lot, shall be made structurally a part thereof, shall be considered a part thereof and shall comply in all respects with the requirements of this chapter applicable to the principal building.

(D) *Detached.* Detached accessory buildings shall not exceed ~~900~~ 1,400 square feet in total area. The maximum total square footage of all detached accessory structures on any single lot shall not exceed 1,400 square feet. ~~Any accessory building exceeding 900 square feet in total area will require a variance and be subject to approval or denial by the City Council.~~ In all districts, all detached accessory buildings shall be located in the side or rear yards. Accessory buildings shall maintain a side yard setback as required by the district regulations. No accessory building shall be placed closer than 6 feet from the rear lot line or 6 feet from the principal structure.

(E) *Residential.* Detached accessory buildings in the residential districts shall not exceed ~~4 story or 16 feet in height.~~ 16 feet in height or exceed the height of the principal structure on the same lot, whichever is greater. The height is measured from the peak of the building to the ground directly below the peak.

(F) *Maximum.* Each lot shall have no more than two accessory buildings.

(G) Maximum Lot Coverage. The percentage of lot area covered by a main building and accessory buildings shall not exceed the percentage as defined in the requirements of the current zoning district the property is located in.

(H) Exterior Appearance. The exterior of the accessory structure shall have the same architectural style, siding and roofing compatible with the principal building. "Compatible" means that the exterior appearance of the accessory building is similar in design, exterior finish material and color palette as the primary structure.

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

Section 2. This Ordinance shall be in full force and effect upon its passage and publication.

Passed by the City Council of the City of Mantorville this 26th day of September, 2016.

Mayor Chuck Bradford

ATTEST:

Camille Reber, City Clerk Treasurer

ORDINANCE 01-2016

CITY OF MANTORVILLE

AN ORDINANCE AMENDING SECTION 150.025 OF THE MANTORVILLE CITY ZONING CODE

THE CITY COUNCIL OF THE CITY OF MANTORVILLE, MINNESOTA, ORDAINS:

§ 150.025 ACCESSORY BUILDINGS OR STRUCTURES.

(A) *Permit requirements.* No accessory building or structure shall be placed, erected or constructed on a lot where a permitted principal structure has not been constructed. This section shall not be construed to govern the sequencing of a construction project in which both the principal and accessory structures are to be built simultaneously. No accessory building or structure shall be constructed or erected which does not comply with the Minnesota State Building Code.

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

(C) *Attached accessory structure.* An accessory structure, including but not limited to car ports and breezeways attached to the principal structure on a lot, shall be made structurally a part thereof, shall be considered a part thereof and shall comply in all respects with the requirements of this chapter applicable to the principal building.

(D) *Detached.* Detached accessory buildings shall not exceed 1,400 square feet in total area. The maximum total square footage of all detached accessory structures on any single lot shall not exceed 1,400 square feet. In all districts, all detached accessory buildings shall be located in the side or rear yards. Accessory buildings shall maintain a side yard setback as required by the district regulations. No accessory building shall be placed closer than 6 feet from the rear lot line or 6 feet from the principal structure.

(E) *Residential.* Detached accessory buildings in the residential districts shall not exceed 16 feet in height or exceed the height of the principal structure on the same lot, whichever is greater. The height is measured from the peak of the building to the ground directly below the peak.

(F) *Maximum.* Each lot shall have no more than two accessory buildings.

(G) *Maximum Lot Coverage.* The percentage of lot area covered by a main building and accessory buildings shall not exceed the percentage as defined in the requirements of the current zoning district the property is located in.

ORDINANCE 01-2016

(H) *Exterior Appearance.* The exterior of the accessory structure shall have the same architectural style, siding and roofing compatible with the principal building. "Compatible" means that the exterior appearance of the accessory building is similar in design, exterior finish material and color palette as the primary structure.

Section 2. This Ordinance shall be in full force and effect upon its passage and publication.

Passed by the City Council of the City of Mantorville this 26th day of September, 2016.

Mayor Chuck Bradford

ATTEST:

Camille Reber, City Clerk Treasurer

CITY OF MANTORVILLE

AN ORDINANCE AMENDING SECTION 150.071 OF THE MANTORVILLE CITY ZONING CODE

THE CITY COUNCIL OF THE CITY OF MANTORVILLE, MINNESOTA, ORDAINS:

Section 1. Section 150.071 of the Mantorville City Code is hereby amended by deleting the ~~stricken~~ language as follows and adding the double under lined language;

§ 150.071 TRANSITIONAL DISTRICT.

(A) *Purpose and intent.* It is the purpose and intent of the Transitional District to provide a buffering or transitional area between dissimilar districts and to accommodate an area undergoing a change from ~~1~~ one predominate ~~form~~ form of land use to another.

(B) *Permitted uses.* The following shall be permitted uses in the Transitional District: ~~Permitted uses shall be any use permitted in the most restrictive district, not including a P.U.D., adjoining the Transitional District. For purposes of determining the most restrictive district, the following order is established:~~

- ~~———— (1) R-1 – Low Density Residential District is most restrictive;~~
- ~~———— (2) R-2 – Medium to High Density Residential District; and~~
- ~~———— (3) C – Commercial is least restrictive.~~

- (1) Detached Dwelling;
- (2) Attached Dwelling;
- (3) 2-Family Dwelling;
- (4) Multi-Family Dwelling with no more than 4 Dwelling Units;
- (5) Quadra-Plex Dwelling;
- (6) State licensed residential facility serving 6 or fewer persons;
- (7) State licensed Child Care Facility serving 12 or fewer persons;
- (8) Home Occupation;
- (9) Public recreation including Parks, playgrounds, hiking and biking trails;
- (10) Wildlife, forest and wetland preserves or management areas and game refuge areas;

(11) Historic Site; and

(12) Accessory Building or Structure meeting the requirements of Section 150.025.

(C) *Conditional uses.* The following shall be Conditional uses in the Transitional District: shall be any use

(1) any use listed as a conditional use in R-1 or R-2;

(2) any use listed as permitted use in the Commercial Zone;

(3) any use listed as a conditional in the Commercial Zone; and

(4) any use listed in the City Code that requires a Conditional Use Permit.

~~permitted in an adjoining district, not including a P.U.D., and those defined as permitted uses in this Transitional District, and any use that is a conditional use in an adjoining district.~~

(D) Lot Area, Frontage Yard Regulations

The minimum requirements shall follow those defined under the current zoning district that the use is allowed in. Where the use is defined as a permitted use in more than one district, the requirements listed in section 150.069 shall be met.

(E) Lots Fronting More than 1 Street

Lots fronting more than 1 street shall maintain a yard on those streets conforming to the requirements of the current zoning district that the use is following as noted in (D) above. When a lot line is adjacent to an alley, the rear yard setback will be maintained.

(F) Maximum Lot Coverage

The percentage of lot area covered by a main building and accessory buildings shall not exceed the percentage as defined in the requirements of the current zoning district that the use is following as noted in (D) above.

(G) Height Regulations

No building, hereafter erected or altered, shall exceed the requirements of the current zoning district that the use is following as noted in (D) above.

(H) Buffer yards and Screening

Upon establishment of any nonresidential use adjacent to or abutting an existing residential use, thirty feet shall be required on that side of the property abutting any residential use and shall include the required buffer yards and screening as specified in 150.027, unless separated from the adjacent residential property by a public street which is not an alley.

(1) *Lots of Record*

Where existing lots fail to comply with the provisions of this chapter, the Council may allow the minimum lot area, to be reduced in conformity with the existing neighborhood.

Section 2. This Ordinance shall be in full force and effect upon its passage and publication.

Passed by the City Council of the City of Mantorville this 12th day of September, 2016.

Mayor Chuck Bradford

ATTEST:

Camille Reber, City Clerk Treasurer

SolarStone Activity

— Our capacity in Hennepin, Ramsey, Dakota, Rice, Goodhue, Sherburne, Chisago, Wright and Wabasha counties are sold out.

— **CONTRACTS signed with:**

- Metropolitan Council
 - Met Council Seneca Treatment Facility
 - City of Burnsville
 - City of Minneapolis
 - City of Inver Grove Heights
 - City of Rosemount
 - City of St. Anthony Village
 - Hennepin County
 - Hennepin County Medical Center
 - Wabasha County
 - City of Wabasha
 - Wabasha School District
 - Dodge County
 - City of Lonsdale
 - City of Morristown
 - City of Sartell
- Final contract stages with:
 - » City of Dodge Center
 - » City of Mantorville
 - » City of West Concord

- City of Maple Grove
- City of Minnetonka
- St Olaf College

SolarStone Activity (con't)

- Corporations
 - Ecolab
 - US Bank
 - Land O'Lakes
 - Health Partners
 - Macy's
- Final contract stages with:
 - Fastenal
 - Kwik Trip
 - Southeastern Minnesota HRA
- Residential
 - 8 megawatts

Shovel Ready Solar Projects

— 1st tranche construction start August 2016

- Dodge
- Pine Island
- Farmington
- Forest Lake

— 2nd tranche construction start September 2016

- Wabasha
- Webster
- Hwy 14
- Big Lake

— 3rd tranche construction start Spring of 2017

- 11 remaining solar sites

Why SolarStone?

- All of our 19 projects in 11 Counties are financed
- 90% of our projects have CUP approval and interconnection agreement from Xcel
- 80% interconnection approval from Xcel
- NRG will own, maintain and operator all facilities
- Your opportunity to take a leadership position in the solarization of Minnesota

Memo

To: Mantorville Mayor and City Council
From: Cami Reber
Date: September 23, 2016
Re: Preliminary Levy 2017

Below is a history of where the tax levy and taxable real property values have been in the past 5 years for the City. Included is the estimated taxable property value I received from the county for 2016 which is for the 2017 taxes payable.

2012 tax rate (levy 427,268/tax real property \$585,047) = 73.02%
2013 tax rate (levy 427,268/tax real property \$579,821) = 73.7%
2014 tax rate (levy 422,995/tax real property \$595,705) = 72.5%
2015 proposed tax rate (levy 422,996/tax real property \$591,795) = 71.5%
2016 proposed tax rate (levy \$427,226/tax real property \$611,482) = 70%
2017 proposed tax rate (7% prelim levy \$457,132/\$649,148) = 70%

Due to the increase in taxable real property in the City, setting the preliminary levy at 7% still keeps the City tax rate the same as last year (It is actually .56 % higher but I rounded). It is my recommendation that the City adopt the preliminary levy as outlined in the draft budget and continue working on the final budget and levy. Remember you can always decrease the levy you set but you cannot increase it.

Working 2017 Budget

REVENUES

Account	NOTES	2013 Actual	2014 Actual	2015 Actual	2016 BUDGET	2016 YTD	2017 Budget
	Actual Levy's Set	\$427,268.00	\$422,996.00	\$422,996.00	Actual Levy Set	Update 09/21/16	
	2016 Final Levy Proposal 1% Increase from 2015				\$427,226.00		
31000	Property tax	\$431,188.67	\$427,207.81	\$432,452.24	\$427,226.00	\$241,385.32	\$427,226.00
	Property tax + 1%						\$431,498
	Property tax + 2%						\$435,771
	Property tax + 3%						\$440,043
	Property tax + 4%						\$444,315
	Property tax + 5%						\$448,587
	Property tax + 5.5%						\$450,723
	Property tax + 6%						\$452,860
	Property tax + 7%						\$457,132
	Property tax + 10%						\$469,949
	Property tax + 12%						\$478,493
32000	Permits & Licenses	\$2,645.00	\$2,885.00	\$3,022.00	\$3,000.00	\$2,590.00	\$3,000.00
32110	Liquor	\$5,942.00	\$5,742.00	\$5,600.00	\$5,800.00	\$5,500.00	\$5,800.00
32210	Building Permits	\$5,641.27	\$30,234.48	\$14,984.99	\$10,000.00	\$8,164.40	\$10,000.00
32240	Animal Licenses	\$420.00	\$485.48	\$340.00	\$400.00	\$285.00	\$400.00
32241	Animal Impound Fee	\$608.09	\$401.55	\$466.57	\$200.00	\$139.16	\$200.00
33000	Intergovernmental Revenues						
33160	Health Wellness Grants			\$1,500.00	\$2,000.00	\$1,890.00	\$2,000.00
33170	FEMA Grants			\$723.99			
33400	State Grants & Aids			\$21,230.00			
33401	LGA	\$209,003.00	\$257,868.00	\$265,598.00	\$267,638.00	\$133,818.50	\$268,666.00
33402	Market Value Cr.	\$158.18	\$156.41	\$175.05			
33420	Fire State Aid	\$17,300.20	\$19,641.26	\$19,610.36	\$18,000.00		\$18,000.00
33423	PERA	\$1,041.00	\$1,041.00	\$1,041.00	\$1,041.00	\$520.50	\$1,041.00
33440	Fire Department Grant	\$6,775.28	\$1,590.00	\$7,051.60		\$4,420.00	
33610	County Highway Aid	\$3,567.19	\$3,597.29	\$3,688.36	\$3,350.00	\$3,794.25	\$3,350.00
34101	City Property Rent Revenue			\$2,400.00		\$1,200.00	\$2,400.00
34103	Zoning and Subdivision Fees	\$1,356.00	\$1,000.00	\$1,750.00	\$500.00	\$857.00	\$500.00
34107	Assessment Search Fee	\$870.00	\$1,170.00	\$990.00	\$500.00	\$360.00	\$500.00
34202	Fire Department Contracts	\$55,536.00	\$57,280.00	\$59,286.00	\$59,204.00	\$59,204.00	\$60,287.00
34203	Fire Dept. - Fire calls	\$875.00	\$3,150.00	\$2,000.00	\$3,000.00	\$1,083.03	\$3,000.00
34780	Park Fees	\$810.00	\$1,320.00	\$510.00	\$750.00	\$870.00	\$750.00
35000	Fines & Forfeits	\$1,957.19	\$3,153.03	\$3,246.77	\$3,000.00	\$1,724.51	\$3,000.00
36200	Misc. other Revenues	\$15,305.62	\$7,495.03	\$35,644.49	\$1,500.00	\$8.00	\$1,500.00
36201	Refunds and Reimbursements	\$5,841.49	\$14,047.98	\$32,089.62	\$3,000.00	\$8,881.58	\$3,000.00
36210	Interest Income	\$2,900.39	\$2,824.56	\$2,823.06	\$2,000.00	\$1,195.30	\$2,000.00
38050	Franchise Fees	\$6,366.50	\$6,387.50	\$6,415.02	\$6,000.00	\$3,834.25	\$6,000.00
39203	Transfer from General Funds				\$21,000.00	\$0.00	\$0.00
	Total Revenues	\$776,108.07	\$848,678.38	\$924,639.12	\$839,109.00	\$481,724.80	\$852,525.82

** Increase in Revenue due to LGA and Fire Contract Increase for 2017

		EXPENDITURES				WORKING	
		2013 Actual	2014 Actual	2015 Actual	2016 BUDGET	2016 YTD	2017 BUDGET
41110	LEGISLATIVE (MAYOR/COUNCIL)						
101	Salaries	\$9,200.00	\$9,200.00	\$9,200.00	\$9,200.00	\$0.00	\$9,200.00
120	Council Benefits		\$703.80	\$612.00	\$800.00	\$0.00	\$800.00
151	Workers Comp Ins. Premium	\$703.80	\$47.00	\$67.00	\$53.00	\$60.00	\$53.00
208	Training, Mileage	\$230.78	\$1,082.25	\$682.96	\$2,000.00	\$0.00	\$2,000.00
362	Publishing	\$2,048.91	\$2,280.94	\$2,153.20	\$2,000.00	\$649.64	\$2,000.00
433	Dues and Memberships	\$1,535.00	\$1,153.00	\$1,721.00	\$1,600.00	\$665.00	\$1,600.00
490	Donations to Civic Organizations	\$4,599.00	\$1,515.00	\$1,036.40			
	TOTAL	\$18,317.49	\$15,981.99	\$15,472.56	\$15,653.00	\$1,374.64	\$15,653.00
41410	ELECTIONS						
101	Salaries		\$1,916.48		\$2,000.00	\$569.60	
	Miscellaneous		171.07		200	62.86	
	TOTAL		\$2,087.55	\$0.00	\$2,200.00	\$632.46	\$0.00
41500	Financial Administration						
101	Salaries	\$35,496.36	\$50,823.84	\$54,678.44	\$57,500.00	\$38,458.14	\$60,000.00
120	Employee Benefits	\$14,510.38	\$20,609.30	\$20,266.31	\$20,000.00	\$13,862.95	\$21,000.00
151	Workmans Comp	\$214.00	\$736.00	\$402.00	\$500.00	\$300.00	\$500.00
200	Supplies	\$654.03	\$707.90	\$682.38	\$700.00	\$427.40	\$700.00
208	Training, Mileage	\$123.49	\$442.88	\$35.00	\$0.00	\$0.00	\$3,000.00
300	Professional Services	\$1,800.00	\$3,283.85	\$1,928.94	\$1,800.00	\$1,183.00	\$1,800.00
312	Animal Impound Fees	\$71.69	\$218.29	\$435.26	\$700.00	\$457.18	\$700.00
322	Postage	\$3,493.86	\$3,615.76	\$3,687.19	\$3,000.00	\$2,197.73	\$3,000.00
350	Printing/Binding	\$1,083.30	\$1,069.30	\$1,099.95	\$1,100.00	\$928.85	\$1,100.00
437	Miscellaneous	\$493.16	\$606.82	\$473.54	\$500.00	\$361.79	\$500.00
445	Health & Wellness		\$0.00	\$1,309.10	\$2,000.00	\$1,010.85	\$2,000.00
570	Capital Outlay	\$0.00	\$113.25	\$2,964.00	\$0.00	\$0.00	\$6,000.00
	Funded through SESC						
	Time card Module - \$2,890, Website Update - \$2,500						
	TOTAL Financial Administration	\$58,620.27	\$82,227.19	\$87,962.11	\$87,800.00	\$59,187.89	\$100,300.00
41530	Accounting						
301	Accounting & Auditing Services	\$14,300.00	\$14,750.00	\$15,250.00	\$15,500.00	\$15,775.00	\$15,800.00
	Yearly Audit Expense/Contract	\$14,300.00	\$14,750.00	\$15,250.00	\$15,500.00	\$15,775.00	\$15,800.00
41550	Assessing						
310	Assessing	\$5,256.00	\$5,515.00	\$5,757.00	\$5,929.00	\$5,929.00	\$6,100.00
	Dodge County Contract Yearly	\$5,256.00	\$5,515.00	\$5,757.00	\$5,929.00	\$5,929.00	\$6,100.00
	Pictoneiry cost for 2017						\$350.00
	527 Parcels in 2016	\$5,256.00	\$5,515.00	\$5,757.00	\$5,929.00	\$5,929.00	\$6,100.00
41600	Law/Legal Services						
304	Legal Fees	\$9,826.25	\$29,409.85	\$36,901.41	\$30,000.00	\$14,696.06	\$20,000.00
	Codification						\$10,000.00
	TOTAL Law/Legal Services	\$9,826.25	\$29,409.85	\$36,901.41	\$30,000.00	\$14,696.06	\$30,000.00
41940	General Govt. Buildings/Plant						
136	Employee Deductible Allowance	\$621.50	\$0.00	\$489.47	\$1,500.00	\$500.00	\$1,500.00
200	Supplies	\$986.18	\$766.29	\$322.46	\$800.00	\$402.88	\$800.00
220	Building Maintenance & Repairs	\$2,691.77	\$3,325.94	\$3,577.15	\$2,450.00	\$489.41	\$2,450.00
228	Equipment Repairs & Maintenance		\$880.60	\$75.00	\$200.00	\$163.20	\$200.00
321	Communications	\$3,592.27	\$3,636.99	\$3,464.11	\$4,000.00	\$2,761.52	\$4,000.00
362	Property Insurance	\$22,450.00	\$23,012.00	\$22,785.00	\$24,000.00	\$20,133.00	\$23,000.00
380	Utilities	\$8,701.27	\$10,724.19	\$10,310.10	\$11,000.00	\$7,499.33	\$11,000.00
384	Refuse, Garbage	\$1,063.54	\$2,053.43	\$1,802.51	\$1,600.00	\$1,046.16	\$1,600.00
417	Employee Uniforms	\$642.18	\$405.14	\$569.14	\$600.00	\$83.96	\$1,000.00
439	Janitors	\$210.00	\$641.28	\$614.55	\$800.00	\$427.52	\$800.00
	City Hall Cleaning						
	TOTAL General Govt. Buildings/Plant	\$40,758.71	\$45,445.86	\$44,009.49	\$46,950.00	\$33,506.98	\$46,350.00

	Notes	2013 Actual	2014 Actual	2015 Actual	2016 BUDGET	2016 YTD	2017 BUDGET
41950							
	Engineering Professional Services						
303	Engineering Fees	\$9,709.36	\$13,784.96	\$11,205.20	\$15,000.00	\$513.60	\$10,000.00
	Total Engineering Services	\$9,709.36	\$13,784.96	\$11,205.20	\$15,000.00	\$513.60	\$10,000.00
42100							
	Police Protection Contract						
310	Other Professional Services	\$84,909.96	\$85,176.00	\$85,176.00	\$85,200.00	\$63,882.00	\$87,600.00
	Total Police Protection Contract	\$84,909.96	\$85,176.00	\$85,176.00	\$85,200.00	\$63,882.00	\$87,600.00
	Notes						
	2.75% for 2017 per Sheriff						
	No increase in 2016						
42200							
	Fire Protection						
101	Salaries	\$15,516.00	\$16,515.00	\$17,415.00	\$17,400.00	\$17,416.00	\$18,500.00
120	Employee Benefits	\$1,186.98	\$1,263.43	\$1,332.27	\$1,400.00	\$1,332.29	\$1,500.00
124	Fire Pension Contribution	\$3,500.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
126	Fire Aid - Transfer to Relief Associat	\$17,300.20	\$19,641.26	\$19,610.36	\$18,000.00	\$0.00	\$18,000.00
130	Insurance	\$179.00	\$154.00	\$198.00	\$200.00	\$0.00	\$200.00
151	Workman's Comp	\$2,582.00	\$2,768.00	\$3,437.00	\$2,600.00	\$3,700.00	\$2,600.00
208	Training, Mileage	\$7,631.53	\$5,360.00	\$4,176.50	\$5,000.00	\$3,441.73	\$5,000.00
212	Fuel	\$2,086.43	\$2,615.37	\$1,281.93	\$2,500.00	\$887.46	\$2,500.00
217	Operating Supplies	\$1,631.17	\$2,096.93	\$3,817.18	\$1,500.00	\$456.91	\$1,500.00
228	Equipment Repair/Maintenance	\$7,479.60	\$7,609.04	\$4,185.71	\$8,000.00	\$8,605.27	\$8,000.00
240	Tools and Minor Equipment	\$12,360.15	\$11,615.68	\$11,275.64	\$18,000.00	\$3,208.72	\$18,000.00
311	First Responder Train/Equip	\$2,073.09	\$210.99	\$4,766.10	\$3,000.00	\$4,266.08	\$3,000.00
321	Communications	\$507.74	\$817.68	\$386.48	\$650.00	\$642.00	\$650.00
380	Utilities	\$6,471.31	\$8,417.42	\$7,128.50	\$7,000.00	\$4,319.11	\$7,000.00
437	Miscellaneous	\$850.00	\$941.26	\$953.12	\$800.00	\$433.23	\$800.00
442	Grant Award Related Expenses		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
570	Capital Outlay	\$6,876.00	\$10,000.00	\$11,993.25	\$10,000.00	\$5,080.08	\$10,000.00
	Transfer for Replacement	\$8,250.00	\$2,750.00	\$2,750.00	\$2,750.00	\$0.00	\$2,750.00
701	Transfer to Fire Truck Bond Fund	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00	\$25,000.00
	Transfer to Fire Truck Bond Fund						
	Extra Fire Aid Dollars not budgeted						
	Training & Equipment Grants Received						
	Total Fire Protection	\$121,481.20	\$121,776.06	\$123,709.04	\$127,800.00	\$57,788.88	\$129,000.00
42400							
	Building Inspections						
	Professional Services						
	Blight Removal (Demo)	\$4,785.18	\$8,081.33	\$11,108.84	\$10,000.00	\$4,576.55	\$10,000.00
	Total Building Inspections	\$4,785.18	\$8,081.33	\$11,108.84	\$10,000.00	\$4,576.55	\$10,000.00
43100							
	Streets Department						
101	Salaries	\$33,688.88	\$31,323.49	\$50,700.63	\$52,000.00	\$36,045.41	\$44,600.00
120	Employee Benefits	\$14,358.42	\$13,444.83	\$21,916.25	\$24,850.00	\$17,954.36	\$21,000.00
151	Workmans Comp	\$2,739.00	\$2,060.00	\$2,839.00	\$3,000.00	\$3,138.00	\$3,000.00
200	Supplies	\$960.02	\$1,466.39	\$2,038.93	\$1,500.00	\$994.73	\$1,500.00
208	Training/Mileage	\$230.00	\$0.00	\$0.00	\$500.00	\$85.00	\$500.00
212	Motor Fuels	\$2,489.96	\$3,472.11	\$1,629.81	\$2,500.00	\$1,447.15	\$2,500.00
224	Street Maintenance Materials	\$4,224.01	\$4,586.89	\$5,035.25	\$5,000.00	\$5,400.78	\$5,000.00
228	Equipment Repair and Maintenance	\$2,770.94	\$6,229.47	\$3,030.01	\$3,000.00	\$3,182.27	\$3,000.00
229	Safety/OSHA	\$1,016.74	\$668.14	\$1,625.62	\$1,700.00	\$31.00	\$1,200.00
240	Tools and Minor Equipment	\$472.24	\$213.22	\$552.03	\$500.00	\$455.54	\$500.00
530	Capital Outlay	\$9,469.14	\$12,500.00	\$3,689.00	\$11,000.00	\$1,800.00	\$11,000.00
	New Wheel Loader					\$0.00	\$36,662.53
	Transfer in from CIP						-\$36,662.53
	Total Streets Department	\$72,419.35	\$75,964.54	\$93,056.58	\$118,250.00	\$70,534.24	\$93,800.00
43125							
	Ice and Snow Removal						
212	Motor Fuels	\$2,326.96	\$1,774.07	\$1,032.24	\$3,500.00	\$435.21	\$3,500.00
404	Repair/Maintenance Machinery	\$1,420.29	\$4,128.73	\$386.36	\$3,000.00	\$1,605.10	\$3,000.00
406	Snow/Ice Removal	\$9,263.06	\$9,941.49	\$5,005.92	\$10,000.00	\$3,242.60	\$10,000.00

Transfer 2016
Wheel loader budget
CIP for 2017 bymt

		Notes	2013 Actual	2014 Actual	2015 Actual	2016 BUDGET	2016 YTD	2017 BUDGET
570	Capital outlay	Large Machinery Equipment Replacement, Blade	\$0.00	\$0.00	\$0.00	\$5,300.00	\$0.00	\$5,300.00
	Total Ice and Snow Removal		\$13,010.31	\$15,844.29	\$6,424.52	\$21,800.00	\$5,282.91	\$21,800.00
43160	Street Lighting							
381	Electric Utilities	All Streets Lighting	\$21,569.50	\$24,275.69	\$22,554.15	\$22,000.00	\$18,458.37	\$22,000.00
	Total Street Lighting		\$21,569.50	\$24,275.69	\$22,554.15	\$22,000.00	\$18,458.37	\$22,000.00
45200	Parks & Recreation							
101	Salaries	Staff Portion Related to Parks	\$7,796.36	\$14,533.41	\$10,299.53	\$8,600.00	\$6,589.38	\$9,100.00
120	Employee Benefits	Staff Portion Related to Benefits	\$2,139.46	\$5,207.44	\$3,660.91	\$4,200.00	\$1,614.89	\$4,300.00
151	Work Comp			\$471.00	\$302.00	\$500.00	\$400.00	\$500.00
200	Supplies	Supplies needed for Parks, (TP, Towels, Soap)	\$1,423.69	\$1,376.10	\$1,757.79	\$1,600.00	\$1,402.11	\$1,500.00
210	Tax & Licensing	Sales & Use Tax on Shelter Rental	\$55.88	\$35.80	\$36.00	\$60.00	\$45.00	\$60.00
212	Fuel		\$833.94	\$774.19	\$829.62	\$1,000.00	\$1,304.58	\$1,000.00
401	Repairs and Maintenance Buildings	Maintenance to Park Buildings/Ball Fields/Parks	\$5,862.69	\$7,066.65	\$7,245.88	\$8,500.00	\$7,865.34	\$8,500.00
404	Repairs and Maintenance Machinery	Park Equipment, Mowers, Gator, Etc.	\$676.74	\$540.92	\$718.08	\$1,000.00	\$1,150.05	\$1,000.00
418	Rental	Port a Potty Rental Fees	\$1,257.76	\$654.61	\$1,636.83	\$1,500.00	\$665.82	\$1,500.00
437	Miscellaneous	Joint Powers Agreement	\$5,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,150.95	\$5,000.00
443	FEMA Related Expenses			\$0.00				
500	Capital Outlay		\$7,704.77	\$4,073.99	\$4,012.81		\$3,755.00	
	Park Board Wish List for 2015 Budget	2016 Wish List				\$7,525.00		\$9,800.00
	City Wide Tree Removal							\$2,000.00
	Fit Bit Station's Mulch							
	Total Parks and Recreation	Keep Mower position for 2017? 30 hrs wk x 26 wks x \$11/hr	\$32,751.29	\$34,734.11	\$35,499.45	\$39,385.00	\$29,943.12	\$53,434.00
46500	EDA							
101	Salaries	Staff Time to EDA	\$1,158.45	\$1,248.15	\$867.50		\$272.07	
120	Benefits	Tax WH	\$228.40	\$80.16	\$55.45		\$20.46	
437	Other Miscellaneous	Based on EDA Submitted Budget	\$4,137.85	\$7,496.32	\$8,113.67	\$7,500.00	\$1,514.89	\$32,500.00
720	Operating Transfers							
	Total EDA		\$5,524.70	\$8,824.63	\$9,036.62	\$7,500.00	\$1,807.42	\$32,500.00
49300	Other Financing Uses							
	Transfers to Other Funds	(\$170,000 to CIP)	\$192,234.00	\$202,553.00	\$193,140.00	\$170,000.00	\$0.00	\$170,000.00
		2016 Crack Sealing			\$0.00	\$0.00	\$0.00	\$0.00
		Transfer for Sewer Project			\$10,000.00	\$15,000.00		\$10,000.00
		Transfer for Sidewalks Replacement/Repair Fund			\$40,000.00			
		Repairs to City Hall Fire Hall Building			\$869,762.97	\$835,967.00	\$383,889.12	\$854,337.00
	General Fund Subtotal	Other Misc. Transfers EDA, Parks, Budget Surplus	\$705,473.57	\$786,432.05	\$869,762.97	\$835,967.00	\$383,889.12	\$854,337.00
	Total Revenue				\$54,876.15	\$3,142.00	\$97,835.68	-\$1,811.18
	Minus Total Expenses							

RESOLUTION 2016-13

**A RESOLUTION ADOPTING THE PROPOSED PROPERTY TAX LEVY
COLLECTIBLE IN THE YEAR 2017**

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Mantorville, County of Dodge, State of Minnesota, that the **proposed** tax levy collectible for the City of Mantorville in the year 2017 be set at the following amount;

Preliminary General Fund tax levy \$ 457,132.00

The City Clerk is hereby instructed to deliver a certified copy of this resolution to the Dodge County Courthouse, Dodge County Minnesota.

Adopted by the Mantorville City Council this 26th day of September, 2016.

Mayor Chuck Bradford

Attest; City Clerk Treasurer Camille Reber