MANTORVILLE CITY COUNCIL MEETING AGENDA
MONDAY, AUGUST 8, 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 July 25, 2016
   b) Warrant List August 8, 2016
   c) Rental License 2016
   d) Dodge County Commissioners Meeting Agenda

5. Public Concerns

6. Public Hearing

7. Old Business/New Business
   a) Dale Brannan – Water Line Extension to Empty Lot
   b) Solar Stone – Gordy Simanton
   c) Welcome Center Request – Murial French
   d) RESOLUTION 2016-10 A RESOLUTION APPROVING A COMMUNITY NON-PROFIT GAMBLING EVENT
   e) 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

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

9. Executive Session - none

10. Adjourn

MANTORVILLE CITY COUNCIL MEETING MINUTES
MONDAY, JULY 25, 2016
6:30 PM

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

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

   Others Present: Sharon Davern, Gretta Becay, Dan Trapp, Scott Prins – DCSO, Char Shrager, Kellie Ketzler, Tim Hruska – City Engineer, and Cami Reber.

2. **Pledge of Allegiance** - Done

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

4. **Consent Agenda** – Motion made by Member Blair, second by Member Roth to approve the consent agenda as follows:
   a) City Council Meeting Minute's July 11, 2016
   b) Warrant List July 25, 2016
   c) Dodge County Commissioners Meeting Agenda
   d) Dodge County Planning Commission Public Hearing Notice

   Motion passed unanimously.

5. **Public Concerns** - None

6. **Public Hearing** - None

7. **Old Business/New Business**
   a) **Tabled Resolution 2016-08 A RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO OPERATE A BED AND BREAKFAST AT 121 5TH STREET WEST**
   Motion made by Member Hofstad, second by Member Blair to remove Resolution 2016-08 from the table for discussion. Motion approved unanimously.

   Member Roth noted to address concerns in the residential area, attach a conditions to the CUP if it is approved that if there are excessive calls or issues where law enforcement gets involved, that the CUP could be revoked. That could help to provide some extra comfort to those folks that live around that space. And that the state health and building code inspections take place before we can approve this. Member Blair agreed with those items noted. Member Hofstad feels comfortable also with those conditions.

   Member Roth asked about the parking and how that will be handled. Ms. Davern noted that they will park in the driveway, her driveway fits six vehicles. She is also looking at building a better structure. The massage clients will not be present when the Air BnB clients are. She made it clear on her profile that they must be out on Friday morning at 8:00 am and can't get back in until 8:00 pm Friday night. Air BnB clients are not allowed on site at the same time as the massage clients.

   The State came and inspected and it's fine to do a boarding thing. She wants to be careful with how we are calling it. She doesn't want it to be seen as something that is open to the public where anyone can stop in and stay. That's not how it works. She described the Air BnB process. Requests are made through the website and they are verified along with picture ID. You are also able to review the guests from other places they have stayed. She can decline people from staying in her Air BnB. A regular bed and breakfast may not give her that ability and she wants the ability to screen people. 99% of people arrive between 8-10

pm at night and they are gone at 8 -10 am. All she provides is a bed and a shower, no meals. She does not accept anyone that is a patient at the clinic because she doesn't want that liability. No money exchanges hands, it all goes through the Air BnB. They carry insurance and they police things. The MN Dept of health did come and do an inspection even though they don't regulate Bed and Breakfasts under 5 rooms.

Member Hofstad replied that Ms. Davern explained and answered any questions he had and any concerns he had. He feels comfortable knowing the way they do things. Member Blair wanted to make sure that parking was there and available. Member Lambert has looked into it and doesn't see any objections. Mayor asked if Ms. Davern has reached out to any of her surrounding properties about any concerns. She stated she has not heard any concerns although she has some neighbors that don't like her personally. The Mayor noted his comments as this is not a B and B and she is not serving food, you will be on site when you rent, you do have off street parking, and wondering about adjusting the hours of 8-10; doesn't want people showing up at 10:00 pm. She noted the host has the ability to set the check in but she works till 9 or 10 3x a week. She prefers later because she isn't home much earlier. If the come before she is off work she has someone come to unlock the doors.

The State will send something to the City in writing to be attached to the CUP if the City issues it. Member Roth would like to see us add language regarding excessive police calls; essentially what we have on rental properties. Ms. Davern noted legitimate ones.

Motion made by Member Lambert, second by Member Hofstad to approve Resolution 2016-08, A resolution approving a conditional use permit to operate a bed and breakfast at 121 5th Street West. Discussion to add language relating to disturbance, and add the proper titles to match our code to include guest house and tourism home. The motion was rescinded by Member Lambert. Motion made by Member Blair, second by Member Lambert to remove the cease and desist order on operation of the air bnb facility at 121 5th Street West until the conclusion of the next Council meeting on August 8, pending the passage of the CUP for operation purposes. Change the language to capture it's not just a BnB by Roth, Cami to get with legal team on the verbiage and bring back to the August 8 meeting. Motion passed unanimously.

Motion made by Member Hofstad, second by Member Blair to table Resolution 2016-08. Motion passed unanimously.

b) **WW Project Bids – Tim Hruska, City Engineer**
City Engineer Tim Hruska discussed the bid opening last Wednesday. The City received 8 bids with the low bid received from Ryan Construction at $1,095,881 and high bid was $1,855,000. The numbers will be submitted to the MPCA. They have to review those numbers for the funding mechanism. We have 60 days to act on the bids. The completion date was extended to June 1, 2017 because the Kasson tank construction timeline pushes us back to middle of December and in order to allow for weather delays, a second completion date was added. Tim also explained the current situation with the State Bonding Bill and our meeting with Senator Senjem and Representative Quam.

c) **5th Street East/Stagecoach Road Temporary Fix – Tim Hruska, City Engineer**
City Engineer Tim Hruska discussed with the Council a temporary fix to both 5th Street East and Stagecoach Roads due to the road condition and the reconstruction not taking place until September. There would be some extra cost in sign rental but it will be minimal. We would need to maintain it for the next month, month and half. The biggest issue will be dust control and possibly additional grading by the City. Council discussed. Consensus of Council to move forward with it.

d) **RESOLUTION 2016-09 A RESOLUTION SUPPORTING A SPECIAL SESSION OF THE MINNESOTA STATE LEGISLATURE FOR CONSIDERATION OF THE 2016 BONDING BILL**
Motion made by Member Blair, second by Member Hofstad to approve RESOLUTION 2016-09, A RESOLUTION SUPPORTING A SPECIAL SESSION OF THE MINNESOTA STATE LEGISLATURE FOR CONSIDERATION OF THE 2016 BONDING BILL. Motion passed unanimously.

Member Hofstad mentioned about inviting Governor Dayton down for lunch to explain to him for the betterment of our citizens. Mayor Bradford will send a letter.

e) **Draft Ordinance 01-2016 Amending Section 150.025 Titled Accessory Buildings**
The Council discussed the proposed changes they asked Cami to run by the City Attorney. Member Roth noted that you will never come up with an ordinance that will cover all the lot sizes in the City. Mayor Bradford noted it will never happen that variances will go away, even if they were all the same size. Let's get some reasonable guidelines in there. After further discussion, the Council agreed that the greenspace piece of it should be defined in this section of the ordinance, along with the wording on keeping the structure architecturally compatible to the main structure. Cami will take this information back to our legal team to come up with the right verbiage.

f) **Draft Ordinance 02-2016 Amending Section 150.044 Titled Bed and Breakfasts**
No further comments, ok to proceed with this draft to the public hearing.

g) **Draft Ordinance 03-2016 Amending Section 150.071 Titled Transitional District**
No further comments, ok to proceed with this draft to the public hearing.

h) **Set Budget Levy Hearing Dates**
The Council set the annual Truth in Taxation hearing dates for Monday, December 12, 2016 and the continuance one for Monday, December 19, 2016 for the second meeting.

8. **TBD**
   a) **Public Works Report** - None
   b) **City Clerk Report**
      - Cami reported on the training and licensing for Joe Adams. Motion made by Member Hofstad, second by Member Roth to approve Joe Adams to attend Water and WW School. Motion passed unanimously.
      - She gave an update on Torkelson property complaint. The weeds are taken care of and she was told that they also planted the trees. What was planted is not what the Council understood that is going to be planted. Member Lambert asked if the stipulation specified 10' trees? Cami noted she doesn't believe it was written out in the variance or CUP but it was what was presented to the Council in their decision. Council would like to inquire with the Torkelson's what their plan is for the screening. Member Hofstad asked about the grading plan and what is the timeline for final grade and grass. Member Lambert is under the impression that they are planting wild flowers. Member Blair noted that wild flowers and weeds is a grey line.
      - NNO – Tuesday, August 2, 6-8 pm in Riverside Park. She encouraged Members to attend and bring food and donations.
      - She noted her vacation and dates out of the office.
      - Noted the dates of the primary and when filing opens for the 4 council seats.

   c) **Consultant Report** – none

d) **Committee Report**

- EDA – Member Blair reported on the request for a loan from the Revolving Loan Fund and the plan for the Saloon to have a shuttle for Marigold Days to go between Mantorville and the Big Iron Classic. It will run only in the evening though as its not available during the day. They are looking for donations.
- MRA – Member Lambert reported on the construction of the proposed structure in the Historic District and gambling seems to be going well.
- Township – Member Hofstad reported on the upcoming meeting he and Tim Hruska will be attending.

e) **Council Member Report**

- Member Roth – noted the poor behavior that needs to stop. We will hear things we don't want to hear but it needs to be done respectfully.
- Member Lambert – noted a training program about trees he read about and how you can become a tree inspector. We owe it to our citizens to be able to give them the best advice. Cami noted that Joe had expressed interest in doing this. Member Lambert will bring the information to Cami.
- Member Blair – none
- Member Hofstad – agreed with Sherry's comments and it is hard to work on things when you're being disrespected.

f) **Mayor Report** - none

9. **Executive Session** - none

10. **Adjourn** – Motion made by Member Blair, second by Member Lambert to adjourn the meeting at 8:17 pm. Motion passed unanimously.

MANTORVILLE,MN

*Check Summary Register©

August 2016

	Name	Check Date	Check Amt	
10100	**Citizens State Bank**			
UnPaid	BATTERIES PLUS		$78.99	BATTERY OPERATED SAWS FOR PUMPER
UnPaid	BUSHMAN, STEVE		$21.58	BLEACH FOR THE WWTP
UnPaid	CASEYS GENERAL STORES INC		$385.45	FUEL FOR FD
UnPaid	CMS - CONSTRUCTION MGMT.S		$571.65	JULY 2016 BUILDING PERMITS
UnPaid	CULLIGAN		$23.55	BOTTLED WATER FOR JULY
UnPaid	DODGE COUNTY		$46.00	RECORD RESOLUTION 2016-06
UnPaid	DODGE COUNTY INDEPENDENT		$363.36	CITY ELECTION FILING AD
UnPaid	DODGE COUNTY SHERIFF		$363.00	ACTIVE 911 2016 MEMBERSHIP
UnPaid	EARLS SMALL ENGINE REPAIR		$25.33	SAW CHAIN AND SHARPEN CHAIN
UnPaid	FIRE SAFETY USA, INC		$1,219.70	REPAIR AND LABOR ON THE PETERBUILT
UnPaid	GILBERTSON DAVE		$34.84	REIMBURSEMENT FOR BLOOD SUGAR TE
UnPaid	GLAWE, BILLY		$50.00	ANIMAL TRAPPING AT THE WWTP
UnPaid	GOPHER STATE ONE CALL		$36.45	UTILITY LOCATES FOR JULY 2016
UnPaid	INNOVATIVE OFFICE SOLUTION		$22.45	TIME CARDS FOR THE SHOP
UnPaid	KASSON HARDWARE HANK		$140.54	WWTP SHIPPING FOR WATER SAMPLES
UnPaid	KASSON-MANTORVILLE LIONS		$96.00	8 REPLACEMENT FLAGS FOR STREETS
UnPaid	KENNEDY & GRAVEN, CHARTER		$1,007.50	LEGAL SERVICES THROUGH MAY 2016
UnPaid	K-M REGIONAL VETERINARY HO		$93.40	IMPOUND AND BOARDING FEES
UnPaid	K-M TELECOM		$519.56	CITY HALL MAIN 5170
UnPaid	LETH SEWER SVC		$300.00	PUMPED STORM SEWER CATCH BASIN ON
UnPaid	MAXSON ELECTRIC		$227.90	REPLACE RECEIVER AT RV PARK
UnPaid	METRO SALES INC		$278.56	3RD QTR. 2016 COPIER CONTRACT
UnPaid	MINNESOTA ENERGY RESOURC		$295.44	4016467-5 SHOP
UnPaid	MN DEPARTMENT OF HEALTH		$32.00	WATER TRAINING FOR JOE ADAMS
UnPaid	MN RURAL WATER ASSN		$255.00	WATER EXAM FOR JOE ADAMS
UnPaid	MPCA - FISCAL SERVICES - 6		$300.00	WASTE WATER TRAINING FOR JOE ADAM
UnPaid	ATTN: FISCAL SERVICES - 6TH F		$55.00	WW COLLECTION TRAINING FOR JOE ADA
UnPaid	NAPA		$104.93	OIL FILTER AND OIL FOR RED CHEVY
UnPaid	OLSON TREE SERVICE		$780.00	BLVD TREE REMOVED AT 415 WEST STRE
UnPaid	PEPSI-COLO ROCHESTER MN		$95.80	JULY POP MACHINE
UnPaid	PITNEY BOWES GLOBAL		$484.50	JULY POSTAGE
UnPaid	REBER CAMILLE		$67.87	REIMBURSEMENT FOR NNO SUPPLIES
UnPaid	SE MN EMS		$200.00	CEVO CLASS TRAINING
UnPaid	SERVOCAL INSTRUMENTS		$4,650.00	FLOWMETER FOR WWTP
UnPaid	THE UNIVERSITY OF MINNESOT		$85.00	TRAINING FOR TREE INSPECTOR FOR JOE
UnPaid	UC LAB - UTILITY CONSULTANT		$931.00	BIO SOLID SAMPLING JULY 2016
UnPaid	ULTIMATE SAFETY CONCEPTS,		$321.60	DRIVERS SIDE AIR BAG REPAIR ON PUMP
UnPaid	WASTE MANAGEMENT		$117.25	GARBAGE REMOVAL FOR JULY 2016
UnPaid	WINFIELD SOLUTIONS LLC		$374.40	FERTILIZER FOR PARKS
UnPaid	XCEL ENERGY		$5,963.61	STREET LIGHTS NON METERED
		Total Checks	$21,019.21	

MANTORVILLE,MN

Payments

Current Period: August 2016

Batch Name	WAR 08 08 16 Payments	User Dollar Amt	$27,747.77		
		Computer Dollar Amt	$27,747.77		
			$0.00	**In Balance**	
Refer	0 *OLSON TREE SERVICE*				
Cash Payment	E 101-45200-500 Capital Outlay	BLVD TREE REMOVED AT 415 WEST STREET			$780.00
Invoice 407	8/8/2016				
Transaction Date	7/26/2016	Citizens State Bank	10100	**Total**	$780.00
Refer	0 *WINFIELD SOLUTIONS LLC*				
Cash Payment	E 101-45200-401 Repairs/Maint Buildings	FERTILIZER FOR PARKS			$374.40
Invoice 61050914	8/8/2016				
Transaction Date	7/26/2016	Citizens State Bank	10100	**Total**	$374.40
Refer	0 *XCEL ENERGY*				
Cash Payment	E 101-43160-381 Electric Utilities	STREET LIGHTS NON METERED			$1,655.40
Invoice 5093892222	8/8/2016				
Cash Payment	E 101-43160-381 Electric Utilities	300 MAIN N BRIDGE LIGHTS			$19.21
Invoice 5093892222	8/8/2016				
Cash Payment	E 101-43160-381 Electric Utilities	CITY SIGN SOUTH130 ST.HWY 57 S.CITY SIGN			$25.06
Invoice 5093892222	8/8/2016				
Cash Payment	E 101-43160-381 Electric Utilities	CITY SIGN NORTH 60003 ST.HWY 57 N CITY SIGN			$16.80
Invoice 5093892222	8/8/2016				
Cash Payment	E 101-42200-380 Utility Services	21 5TH ST E FH/CH/PUMP			$359.44
Invoice 5093892222	8/8/2016				
Cash Payment	E 101-43160-381 Electric Utilities	410 CLAY POLE ON EDA LOT			$14.58
Invoice 5093892222	8/8/2016				
Cash Payment	E 101-41940-380 Utility Services	600 7TH ST W MANTOR FIELD			$113.89
Invoice 5093892222	8/8/2016				
Cash Payment	E 101-41940-380 Utility Services	340 CLAY RIVERSIDE			$63.33
Invoice 5093892222	8/8/2016				
Cash Payment	E 101-41940-380 Utility Services	342 MAIN ST RIVERSIDE			$14.99
Invoice 5093892222	8/8/2016				
Cash Payment	E 101-41940-380 Utility Services	601 GOLFVIEW DENNISON FIELD			$16.08
Invoice 5093892222	8/8/2016				
Cash Payment	E 101-41940-380 Utility Services	1008 EAST ST. CITY SHOP			$96.11
Invoice 5093892222	8/8/2016				
Cash Payment	E 602-49450-380 Utility Services	121 BLANCH WWTF			$1,962.51
Invoice 5093892222	8/8/2016				
Cash Payment	E 601-49400-380 Utility Services	841 BLANCH WELL			$1,067.85
Invoice 5093892222	8/8/2016				
Cash Payment	E 601-49400-380 Utility Services	924 JEFFERSON WATER TOWER			$57.71
Invoice 5093892222	8/8/2016				
Cash Payment	E 603-45183-381 Electric Utilities	324 MAIN ST N CAMPGROUND			$381.28
Invoice 5093892222	8/8/2016				
Cash Payment	E 101-41940-380 Utility Services	101 BLANCH ST. SHOP			$31.30
Invoice 5093892222	8/8/2016				
Cash Payment	E 602-49450-380 Utility Services	601 JEFFERSON LIFT STATION			$31.28
Invoice 5093892222	8/8/2016				
Cash Payment	E 101-42200-380 Utility Services	21 5TH STREET EAST SIREN			$6.50
Invoice 5093892222	8/8/2016				

MANTORVILLE,MN

Payments

Current Period: August 2016

Cash Payment	E 101-43160-381 Electric Utilities	121 BLANCH AUTO PROTECT LIGHT			$8.51
Invoice 5093892222	8/8/2016				
Cash Payment	E 101-42200-380 Utility Services	701 CHESTNUT - SIREN			$6.68
Invoice 5093892222	8/8/2016				
Cash Payment	E 101-41940-380 Utility Services	15 4TH STREET WEST - RIVERSIDE			$15.10
Invoice 5093892222	8/8/2016				
Transaction Date	7/26/2016	Citizens State Bank	10100	**Total**	$5,963.61
Refer	0 *INNOVATIVE OFFICE SOLUTIONS*				
Cash Payment	E 101-43100-200 Supplies	TIME CARDS FOR THE SHOP			$7.84
Invoice IN1258738	8/8/2016				
Cash Payment	E 101-41500-200 Supplies	PENS AND TABLETS FOR CITY HALL			$14.61
Invoice IN1258738	8/8/2016				
Transaction Date	7/26/2016	Citizens State Bank	10100	**Total**	$22.45
Refer	0 *KENNEDY & GRAVEN, CHARTERE*				
Cash Payment	E 101-41600-304 Legal Fees	LEGAL SERVICES THROUGH MAY 2016			$1,007.50
Invoice 132600	8/8/2016				
Transaction Date	7/27/2016	Citizens State Bank	10100	**Total**	$1,007.50
Refer	0 *LETH SEWER SVC LLC*				
Cash Payment	E 604-43150-300 Professional Srvs (GEN	PUMPED STORM SEWER CATCH BASIN ON 9TH STREET			$300.00
Invoice 12251-7192016	8/8/2016				
Transaction Date	7/28/2016	Citizens State Bank	10100	**Total**	$300.00
Refer	0 *MAXSON ELECTRIC*				
Cash Payment	E 603-45183-400 Repairs & Maint Cont (G	REPLACE RECEIVER AT RV PARK			$144.50
Invoice 5495	8/8/2016				
Cash Payment	E 603-45183-400 Repairs & Maint Cont (G	NEW BREAKER FOR #5 IN THE RV PARK			$83.40
Invoice 5499	8/8/2016				
Transaction Date	7/28/2016	Citizens State Bank	10100	**Total**	$227.90
Refer	0 *METRO SALES INC*				
Cash Payment	E 101-41500-350 Print/Binding (GENERAL	3RD QTR. 2016 COPIER CONTRACT			$278.56
Invoice INV579640	8/8/2016				
Transaction Date	7/28/2016	Citizens State Bank	10100	**Total**	$278.56
Refer	0 *EARLS SMALL ENGINE REPAIR*				
Cash Payment	E 101-45200-404 Repairs/Maint Machinery	SAW CHAIN AND SHARPEN CHAIN			$25.33
Invoice JULY 2016	8/8/2016				
Transaction Date	7/28/2016	Citizens State Bank	10100	**Total**	$25.33
Refer	0 *SERVOCAL INSTRUMENTS*				
Cash Payment	E 602-49450-570 Capital Outlay	FLOWMETER FOR WWTP			$4,650.00
Invoice 7467	8/8/2016				
Transaction Date	7/28/2016	Citizens State Bank	10100	**Total**	$4,650.00
Refer	0 *KASSON-MANTORVILLE LIONS CL*				
Cash Payment	E 101-43100-200 Supplies	8 REPLACEMENT FLAGS FOR STREETS			$96.00
Invoice JULY 2016	8/8/2016				
Transaction Date	7/28/2016	Citizens State Bank	10100	**Total**	$96.00
Refer	0 *MN DEPARTMENT OF HEALTH*				
Cash Payment	E 601-49400-208 Training, Mileage	WATER TRAINING FOR JOE ADAMS			$32.00
Invoice JULY 2016	8/8/2016				

MANTORVILLE,MN

Payments

Current Period: August 2016

Transaction Date	7/28/2016	Citizens State Bank	10100	**Total**	$32.00
Refer	0 *MN RURAL WATER ASSN*				
Cash Payment	E 601-49400-208 Training, Mileage	WATER EXAM FOR JOE ADAMS			$255.00
Invoice JULY 2016	8/8/2016				
Transaction Date	7/28/2016	Citizens State Bank	10100	**Total**	$255.00
Refer	0 *MPCA CERTIFICATION & TRAININ*				
Cash Payment	E 602-49450-208 Training, Mileage	WW COLLECTION TRAINING FOR JOE ADAMS			$55.00
Invoice JULY 2016	8/8/2016				
Transaction Date	7/28/2016	Citizens State Bank	10100	**Total**	$55.00
Refer	0 *MPCA - FISCAL SERVICES*				
Cash Payment	E 602-49450-208 Training, Mileage	WASTE WATER TRAINING FOR JOE ADAMS			$300.00
Invoice JULY 2016	8/8/2016				
Transaction Date	7/28/2016	Citizens State Bank	10100	**Total**	$300.00
Refer	0 *MINNESOTA ENERGY*				
Cash Payment	E 101-41940-380 Utility Services	4016467-5 SHOP			$63.55
Invoice AUGUST 2016	8/8/2016				
Cash Payment	E 101-41940-380 Utility Services	4300149-4 SHOP			$55.03
Invoice AUGUST 2016	8/8/2016				
Cash Payment	E 101-41940-380 Utility Services	4028156-0 SHOP			$23.29
Invoice AUGUST 2016	8/8/2016				
Cash Payment	E 101-42200-380 Utility Services	4229566-7 FIRE DEPT			$58.09
Invoice AUGUST 2016	8/8/2016				
Cash Payment	E 601-49400-380 Utility Services	4113568-2 WTR PUMP			$25.84
Invoice AUGUST 2016	8/8/2016				
Cash Payment	E 602-49450-380 Utility Services	4299022-6 WWTP			$43.12
Invoice AUGUST 2016	8/8/2016				
Cash Payment	E 101-41940-380 Utility Services	5121503-6 SHOP			$26.52
Invoice AUGUST 2016	8/8/2016				
Transaction Date	7/29/2016	Citizens State Bank	10100	**Total**	$295.44
Refer	0 *INTERNAL REVENUE SERVICE*	Ck# 005024 8/8/2016			
Cash Payment	G 101-21701 Federal Withholding	PCORI TAX PAID 2016 FOR HEALTH PLAN YEAR ENDED 12/2015			$14.83
Invoice Q2-2016	8/8/2016				
Transaction Date	7/29/2016	Citizens State Bank	10100	**Total**	$14.83
Refer	0 *MN PERA*	Ck# 005025 8/8/2016			
Cash Payment	G 101-21704 PERA	EMPLOYER/EMPLOYEE RETIRE CONTRIBUTION			$921.98
Invoice 2016-PR15	8/8/2016				
Transaction Date	7/29/2016	Citizens State Bank	10100	**Total**	$921.98
Refer	0 *INTERNAL REVENUE SERVICE*	Ck# 005026 8/8/2016			
Cash Payment	G 101-21701 Federal Withholding	FEDERAL TAX W/H - PR15			$785.31
Invoice 2016-PR15	8/8/2016				
Cash Payment	G 101-21709 Medicare	MEDICARE TAX W/H - PR15			$209.62
Invoice 2016-PR15	8/8/2016				
Cash Payment	G 101-21703 FICA Tax Withholding	SS TAX W/H - PR15			$896.26
Invoice 2016-PR15	8/8/2016				
Transaction Date	7/29/2016	Citizens State Bank	10100	**Total**	$1,891.19
Refer	0 *MINNESOTA REVENUE*	Ck# 005027 8/8/2016			

MANTORVILLE,MN

Payments

Current Period: August 2016

Cash Payment	G 101-21702 State Withholding	JULY 2016 - PR WITHHOLDINGS			$615.56
Invoice JULY 2016	8/8/2016				
Transaction Date	7/29/2016	Citizens State Bank	10100	**Total**	$615.56
Refer	0 *REBER CAMILLE*				
Cash Payment	E 101-41500-437 Other Miscellaneous	REIMBURSEMENT FOR NNO SUPPLIES			$67.87
Invoice JULY 2016	8/8/2016				
Transaction Date	8/1/2016	Citizens State Bank	10100	**Total**	$67.87
Refer	0 *PITNEY BOWES INC*				
Cash Payment	E 101-41500-322 Postage	JULY POSTAGE			$298.50
Invoice AUGUST 2016	8/8/2016				
Transaction Date	8/1/2016	Citizens State Bank	10100	**Total**	$298.50
Refer	0 *K-M TELECOM*				
Cash Payment	E 101-41940-321 Communications Phone/	CITY HALL MAIN 5170			$110.49
Invoice 1264623	8/8/2016				
Cash Payment	E 101-41940-321 Communications Phone/	CITY HALL FAX 5300			$31.00
Invoice 1264623	8/8/2016				
Cash Payment	E 101-42200-321 Communications Phone/	FD 5440			$31.00
Invoice 1264623	8/8/2016				
Cash Payment	E 101-41940-321 Communications Phone/	SHOP 5119			$74.99
Invoice 1264623	8/8/2016				
Cash Payment	E 601-49400-321 Communications Phone/	WATER TOWER ALARM 3588			$41.00
Invoice 1264623	8/8/2016				
Cash Payment	E 602-49450-321 Communications Phone/	LIFT STATION ALARM 5066			$31.00
Invoice 1264623	8/8/2016				
Cash Payment	E 602-49450-321 Communications Phone/	WWTP 5413			$31.00
Invoice 1264623	8/8/2016				
Cash Payment	E 602-49450-321 Communications Phone/	WWTP 5463			$80.99
Invoice 1264623	8/8/2016				
Cash Payment	E 101-41940-321 Communications Phone/	CITY HALL - 5176 -2ND LINE			$34.90
Invoice 1264623	8/8/2016				
Cash Payment	E 101-41940-321 Communications Phone/	LONG DISTANCE/TAXES/FEES			$51.19
Invoice 1264623	8/8/2016				
Cash Payment	E 101-46500-437 Other Miscellaneous	EDA 800 NUMBER			$2.00
Invoice 1264623	8/8/2016				
Transaction Date	8/1/2016	Citizens State Bank	10100	**Total**	$519.56
Refer	0 *CMS - CONSTRUCTION MGMT.SE*				
Cash Payment	E 101-42400-300 Professional Srvs (GEN	JULY 2016 BUILDING PERMITS			$571.65
Invoice 16-717	8/8/2016				
Transaction Date	8/1/2016	Citizens State Bank	10100	**Total**	$571.65
Refer	0 *GLAWE, BILLY*				
Cash Payment	E 602-49450-437 Other Miscellaneous	ANIMAL TRAPPING AT THE WWTP			$50.00
Invoice JULY 2016	8/8/2016				
Transaction Date	8/1/2016	Citizens State Bank	10100	**Total**	$50.00
Refer	0 *PITNEY BOWES INC*				
Cash Payment	E 101-41500-322 Postage	LEASING CHARGES 3RD QTR. 2016			$186.00
Invoice 3100354942	8/8/2016				
Transaction Date	8/1/2016	Citizens State Bank	10100	**Total**	$186.00
Refer	0 *GOPHER STATE ONE CALL*				

MANTORVILLE,MN

Payments

Current Period: August 2016

Cash Payment	E 602-49450-300 Professional Srvs (GEN	UTILITY LOCATES FOR JULY 2016			$21.87
Invoice 6040536	8/8/2016				
Cash Payment	E 601-49400-300 Professional Srvs (GEN	UTILITY LOCATES FOR JULY 2016			$14.58
Invoice 6040536	8/8/2016				
Transaction Date	8/1/2016	Citizens State Bank	10100	**Total**	$36.45
Refer	0 *BATTERIES PLUS*				
Cash Payment	E 101-42200-228 Equip. Repair and Maint	BATTERY OPERATED SAWS FOR PUMPER #1			$78.99
Invoice 070-104375-01	8/8/2016				
Transaction Date	8/2/2016	Citizens State Bank	10100	**Total**	$78.99
Refer	0 *ULTIMATE SAFETY CONCEPTS, IN*				
Cash Payment	E 101-42200-228 Equip. Repair and Maint	DRIVERS SIDE AIR BAG REPAIR ON PUMPER #1			$321.60
Invoice 167376	8/8/2016				
Transaction Date	8/2/2016	Citizens State Bank	10100	**Total**	$321.60
Refer	0 *FIRE SAFETY USA, INC*				
Cash Payment	E 101-42200-228 Equip. Repair and Maint	REPAIR AND LABOR ON THE PETERBUILT			$804.85
Invoice 91667	8/8/2016				
Transaction Date	8/2/2016	Citizens State Bank	10100	**Total**	$804.85
Refer	0 *FIRE SAFETY USA, INC*				
Cash Payment	E 101-42200-228 Equip. Repair and Maint	LABOR AND REPAIRS ON THE PIERCE PUMPER TRUCK			$320.00
Invoice 91210	8/8/2016				
Transaction Date	8/2/2016	Citizens State Bank	10100	**Total**	$320.00
Refer	0 *FIRE SAFETY USA, INC*				
Cash Payment	E 101-42200-228 Equip. Repair and Maint	FIRE EXTINGUISHER MAINTENANCE AND RECHARGE			$94.85
Invoice 91507	8/8/2016				
Transaction Date	8/2/2016	Citizens State Bank	10100	**Total**	$94.85
Refer	0 *SE MN EMS*				
Cash Payment	E 101-42200-208 Training, Mileage	CEVO CLASS TRAINING			$100.00
Invoice 11683	8/8/2016				
Transaction Date	8/2/2016	Citizens State Bank	10100	**Total**	$100.00
Refer	0 *SE MN EMS*				
Cash Payment	E 101-42200-208 Training, Mileage	EPI PEN TRAINING			$100.00
Invoice 11693	8/8/2016				
Transaction Date	8/2/2016	Citizens State Bank	10100	**Total**	$100.00
Refer	0 *DODGE COUNTY SHERIFF*				
Cash Payment	E 101-42200-321 Communications Phone/	ACTIVE 911 2016 MEMBERSHIP			$363.00
Invoice 2016-0011	8/8/2016				
Transaction Date	8/2/2016	Citizens State Bank	10100	**Total**	$363.00
Refer	0 *GILBERTSON DAVE*				
Cash Payment	E 101-42200-311 First Responder Train/Eq	REIMBURSEMENT FOR BLOOD SUGAR TEST STRIPS			$34.84
Invoice JULY 2016	8/8/2016				
Transaction Date	8/2/2016	Citizens State Bank	10100	**Total**	$34.84
Refer	0 *WASTE MANAGEMENT*				

MANTORVILLE,MN

Payments

Current Period: August 2016

Cash Payment	E 101-41940-384 Refuse/Garbage Dispos	GARBAGE REMOVAL FOR JULY 2016			$117.25
Invoice 3123547-2760-3	8/8/2016				
Transaction Date	8/2/2016	Citizens State Bank	10100	**Total**	$117.25
Refer	0 *UC LAB - UTILITY CONSULTANTS*				
Cash Payment	E 602-49450-300 Professional Srvs (GEN	BIO SOLID SAMPLING JULY 2016			$931.00
Invoice 92508	8/8/2016				
Transaction Date	8/2/2016	Citizens State Bank	10100	**Total**	$931.00
Refer	0 *BLUE CROSS BLUE SHIELD OF MI*	Ck# 005028 8/8/2016			
Cash Payment	G 101-21706 Hospitalization/Medical Ins	EMPLOYEE MEDICAL			$3,285.00
Invoice AUGUST 2016	8/8/2016				
Transaction Date	8/2/2016	Citizens State Bank	10100	**Total**	$3,285.00
Refer	0 *DODGE COUNTY INDEPENDENT*				
Cash Payment	E 101-41410-430 Miscellaneous	CITY ELECTION FILING AD			$62.86
Invoice JULY 2016	8/8/2016				
Cash Payment	E 101-41110-352 Publishing	NATIONAL NIGHT OUT AD			$93.00
Invoice JULY 2016	8/8/2016				
Cash Payment	E 101-41110-352 Publishing	NATIONAL NIGHT OUT AD			$93.00
Invoice JULY 2016	8/8/2016				
Cash Payment	E 601-49400-200 Supplies	COLD WEATHER ACT CARDS			$114.50
Invoice JULY 2016	8/8/2016				
Transaction Date	8/3/2016	Citizens State Bank	10100	**Total**	$363.36
Refer	0 *NAPA*				
Cash Payment	E 101-43100-224 Street Maint Materials	OIL FILTER AND OIL FOR RED CHEVY			$61.26
Invoice 365-242329	8/8/2016				
Cash Payment	E 101-43100-224 Street Maint Materials	AIR FILTER, AIR FLOW SENSOR FOR WHITE TRUCK			$30.68
Invoice 365-245193	8/8/2016				
Cash Payment	E 101-43100-200 Supplies	SEA FOAM SPRAY			$12.99
Invoice 365-245193	8/8/2016				
Transaction Date	8/3/2016	Citizens State Bank	10100	**Total**	$104.93
Refer	0 *THE UNIVERSITY OF MINNESOTA*				
Cash Payment	E 101-43100-208 Training, Mileage	TRAINING FOR TREE INSPECTOR FOR JOE ADAMS			$85.00
Invoice AUGUST 2016	8/8/2016				
Transaction Date	8/3/2016	Citizens State Bank	10100	**Total**	$85.00
Refer	0 *K-M REGIONAL VETERINARY HOS*				
Cash Payment	E 101-41500-312 Animal Impound Fees	IMPOUND AND BOARDING FEES			$93.40
Invoice 34-16	8/8/2016				
Transaction Date	8/4/2016	Citizens State Bank	10100	**Total**	$93.40
Refer	0 *CULLIGAN*				
Cash Payment	E 101-41940-200 Supplies	BOTTLED WATER FOR JULY			$11.78
Invoice JULY 2016	8/8/2016				
Cash Payment	E 101-43100-200 Supplies	BOTTLED WATER FOR JULY			$11.77
Invoice JULY 2016	8/8/2016				
Transaction Date	8/4/2016	Citizens State Bank	10100	**Total**	$23.55
Refer	0 *DODGE COUNTY*				
Cash Payment	E 101-41500-300 Professional Srvs (GEN	RECORD RESOLUTION 2016-06			$46.00
Invoice 2016-06	8/8/2016				

MANTORVILLE,MN

Payments

Current Period: August 2016

Transaction Date	8/4/2016	Citizens State Bank	10100	**Total**	$46.00
Refer	0 *KASSON HARDWARE HANK*				
Cash Payment	E 602-49450-437 Other Miscellaneous	WWTP SHIPPING FOR WATER SAMPLES			$49.61
Invoice JULY 2016	8/8/2016				
Cash Payment	E 101-45200-404 Repairs/Maint Machinery	WEED TRIMMER, REPLACEMENT BLADES			$35.98
Invoice JULY 2016	8/8/2016				
Cash Payment	E 101-45200-200 Supplies	PISTOL NOZZEL, EASY MIX OIL, GARBAGE BAGS, NYLON REPLACEMENT BLADE			$54.95
Invoice JULY 2016	8/8/2016				
Transaction Date	8/4/2016	Citizens State Bank	10100	**Total**	$140.54
Refer	0 *BUSHMAN, STEVE*				
Cash Payment	E 602-49450-216 Chemicals and Chem Pr	BLEACH FOR THE WWTP			$21.58
Invoice JULY 2016	8/8/2016				
Transaction Date	8/4/2016	Citizens State Bank	10100	**Total**	$21.58
Refer	0 *PEPSI-COLA ROCHESTER MN*				
Cash Payment	E 225-45122-200 Supplies	JULY POP MACHINE			$95.80
Invoice 334663	8/8/2016				
Transaction Date	8/5/2016	Citizens State Bank	10100	**Total**	$95.80
Refer	0 *CASEYS GENERAL STORES INC*				
Cash Payment	E 101-42200-212 Motor Fuels	FUEL FOR FD			$164.83
Invoice AUGUST 2016	8/8/2016				
Cash Payment	E 101-43100-212 Motor Fuels	FUEL FOR STREETS			$83.06
Invoice AUGUST 2016	8/8/2016				
Cash Payment	E 602-49450-212 Motor Fuels	FUEL FOR WWTP			$137.56
Invoice AUGUST 2016	8/8/2016				
Transaction Date	8/5/2016	Citizens State Bank	10100	**Total**	$385.45

Fund Summary

	10100 Citizens State Bank
101 GENERAL FUND	$16,737.79
225 PARK CONCESSIONS FUND	$95.80
601 WATER FUND	$1,608.48
602 SEWER FUND	$8,396.52
603 RV PARK	$609.18
604 STORM SEWER FUND	$300.00
	$27,747.77

Pre-Written Checks	$6,728.56
Checks to be Generated by the Computer	$21,019.21
Total	$27,747.77

Memorandum

To: Mayor and City Council

From: Patti Chilson

Date: 08/08/16

Re: New Rental License

The following list is the 2016 new rental received to date. This property owner has completed the required paperwork and paid for their renewal per City Ordinance. The City Council should approve the new rental license submitted to date for 2016.

127 State Hwy. 57

CONFIDENTIAL

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

COMMITTEE AGENDAS

AUGUST 9, 2016 8:00 A.M.

8:00 A.M. CONFERENCE ROOM B		8:30 A.M. CONFERENCE ROOM A	
8:00 A.M. ADMINISTRATION COMMITTEE		**8:30 A.M. PUBLIC HEALTH COMMITTEE**	
Gray & Administrator (Tjosaas - Alt)		Erickson & Tjosaas (Peterson - Alt)	
8:30 a.m. **Action Required**	∇	**8:30 a.m.** **Action Required**	∇
BECKY LUBAHN, Executive Assistant			
☐ 1.1 Minutes of the July 26, 2016 Committee of the Whole	A	**< NO ITEMS SUBMITTED THIS WEEK >**	
☐ 1.2 Minutes of the July 26, 2016 Meeting	A		
8:35 a.m.			
ROSE CULBERTSON, Taxpayer Services Director			
☐ 2.1 Review Bills	A		
8:40 a.m.			
LISA HAGER, Employee Relations Director			
☐ 3.1 Personnel Agenda	A		
8:45 a.m.			
SARA MARQUARDT, Accounting Services Director			
☐ 4.1 4-Day Temporary Liquor License Request	A		

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

COMMITTEE AGENDAS

AUGUST 9, 2016 8:00 A.M.

8:00 A.M. CONFERENCE ROOM C			COMMITTEE OF THE WHOLE	
8:00 A.M. PUBLIC SAFETY COMMITTEE				
Allen & Peterson (Erickson – Alt)				
8:00 a.m.	**Action Required**	∇	**9:00 a.m.**	
			JANE HARDWICK, MNPrairie Executive Director **KEVIN VENENGA,** MNPrairie Finance Manager	
< NO ITEMS SUBMITTED THIS WEEK >				
			☐ 1.1 Update on MNPrairie Activities	I
8:30 A.M. CONFERENCE ROOM C				
PUBLIC WORKS COMMITTEE				
Peterson & Allen (Tjosaas – Alt)				
8:30 a.m.				
< NO ITEMS SUBMITTED THIS WEEK >				

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

DODGE COUNTY BOARD OF COMMISSIONERS MEETING

AUGUST 9, 2016 – 9:30 A.M.

ALL TIMES LISTED ARE APPROXIMATE AND MAY BE DISCUSSED AT ANY TIME UNLESS IT IS A SCHEDULED PUBLIC HEARING.		
ITEM	**9:30 A.M.**	**STEVEN GRAY,** Chair **CONVENE COUNTY BOARD MEETING** **PLEDGE OF ALLEGIANCE** **DETERMINE QUORUM** **ESTABLISH AGENDA** **NEW EMPLOYEE INTRODUCTIONS**
1.0 1.1	-	**CONSENT AGENDA** ☐ 4-Day Temporary Liquor License Request
Items listed on the Consent Agenda are considered routine and non-controversial by the County Board. There will be no separate discussion of these items unless requested by a member of the County Board. If an item is removed, it will be discussed immediately following the approval of the remaining Consent Agenda items.		
2.0 2.1 2.2	**9:35 A.M.** 5 Minutes 20 Minutes	**MELISSA DEVETTER,** Zoning Administrator ☐ S.F. 2555 Resolution ☐ Planning Commission Recommendations
3.0 3.1 3.2	**10:00 A.M.** 10 Minutes 20 Minutes	**GARY WEIERS,** David Drown Associates ☐ Kronos HRIS Update ☐ County Administrator Recruitment Timeline/Salary
4.0 4.1	**10:30 A.M.** 5 Minutes	**LISA HAGER,** Employee Relations Director ☐ Personnel Agenda
5.0 5.1	**10:35 A.M.** 5 Minutes	**ROSE CULBERTSON,** Taxpayer Services Director ☐ Review and Approve Bills
6.0	**10:40 A.M.** 5 Minutes	**BREAK**
7.0	**10:45 A.M.** 5 Minutes	**DUKE HARBAUGH,** Facilities & Fleet Manager ☐ Solar Garden Agreement
8.0 8.1	**10:50 A.M.** 5 Minutes	**RYAN DECOOK,** Director of Land Records ☐ Combination of Property in Village of Concord
9.0 9.1	**10:55 A.M.** 15 Minutes	**BRETT OSTBY,** Zumbro Watershed Partnership Chair ☐ Zumbro Watershed Partnership Update & Funding Request

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

DODGE COUNTY BOARD OF COMMISSIONERS MEETING

AUGUST 9, 2016 – 11:10 A.M.

10.0 10.1	**11:10 A.M.** 15 Minutes	**MATT SCHMIT**, Senator ☐ Legislative Update
11.0 11.1	**11:25 A.M.** 5 Minutes	**PAUL KILTINEN,** County Attorney ☐ Legal Update
12.0 12.1	**11:30 A.M** 25 Minutes	**STEVEN GRAY,** Chair ☐ Administration Committee Report • Minutes of the July 26, 2016 Committee of the Whole (Action) • Minutes of the July 26, 2016 Meeting (Action) • ☐ County Commissioner Reports • ☐ County Administrator Update • ☐ Other Deferred Business
13.0	**11:55 A.M.**	**ADJOURN**

Coming up in Dodge County:
August 16, 2016 – Fairview Care Center Meeting, 9:00 A.M., Dodge Center, MN.
August 16, 2016 – Budget Work Session, 10:00 A.M., Dodge Center, MN.
August 25, 2016 - Ice Arena Committee Meeting, 5:30 P.M., Kasson City Hall, Kasson, MN.
August 29, 2016 – Board of Adjustment Meeting, 8:00 A.M., Government Services Building, Mantorville, MN.
Dodge County Commissioners may be in attendance at these meetings.

Members of the Dodge County Board may gather for lunch after the regular meeting in Mantorville or Kasson. This is a purely social event and members of the public are always welcome to attend. The County Board will not discuss or receive information on official business during this social event.

DEFERRED BUSINESS	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.	

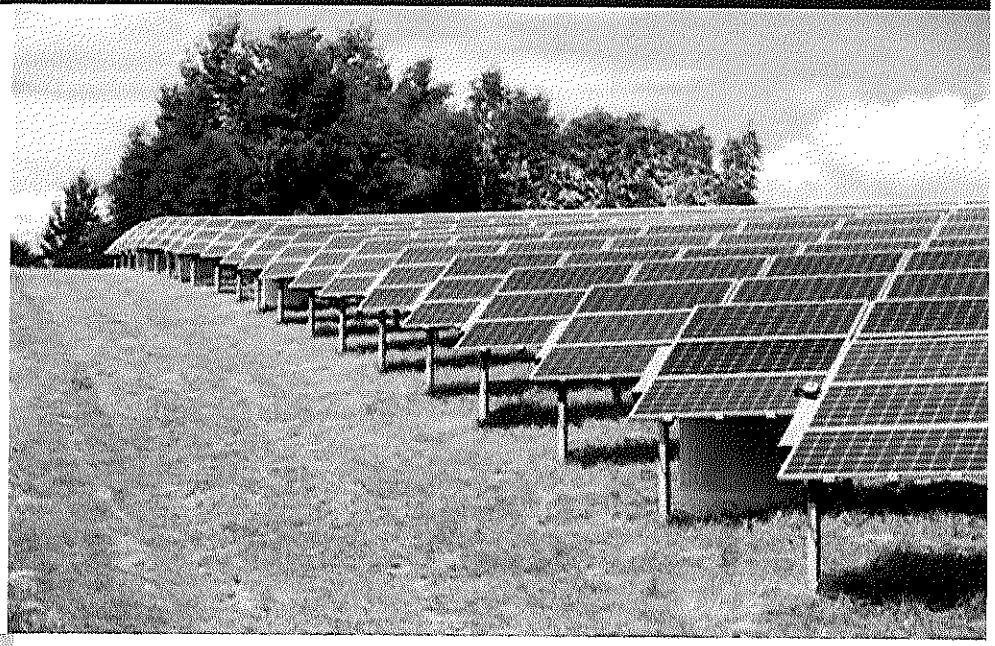
SolarStone
City of Mantorville
August 8, 2016

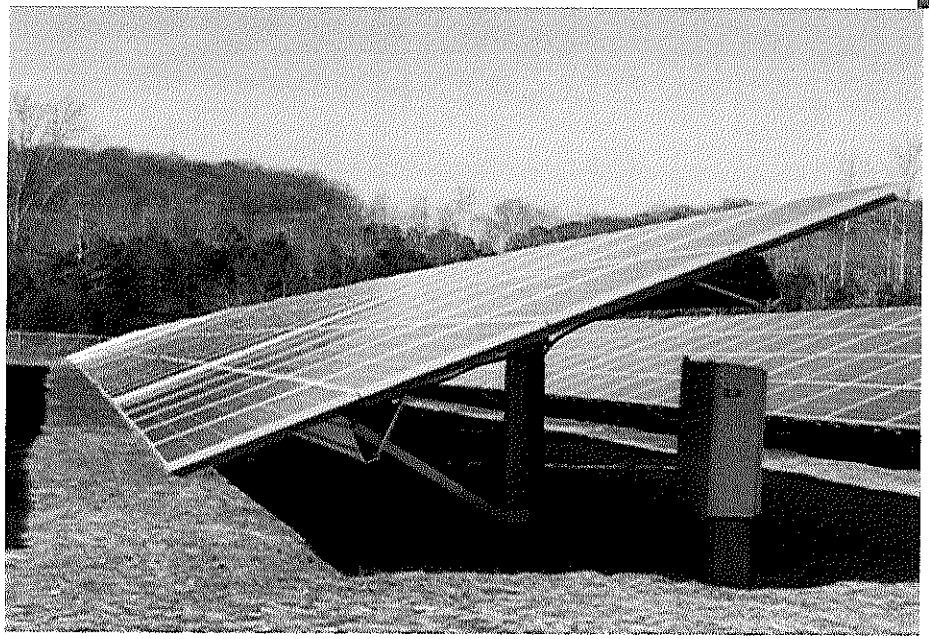
About Us

- Solar based development company, headquartered in Minneapolis
- Experience
  - 25+ years of renewable energy development both domestic and international
  - Partnered with NRG Energy for development and finance
    - Largest independent electricity generator and solar energy developer in the United States
    - NRG will own, operate and maintain the life of these solar gardens

What is a Solar Garden?

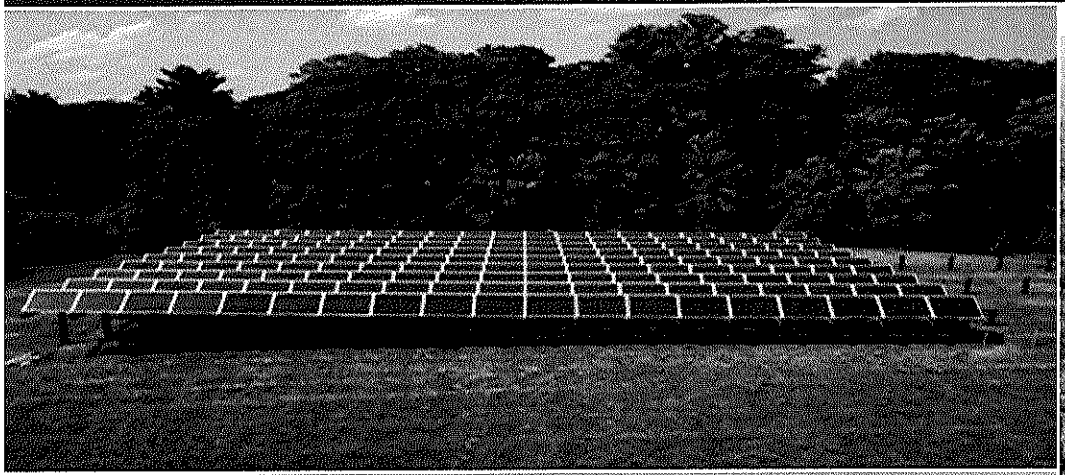
- Generates offsite, decentralized solar energy
- Distributes utility scale power directly to the existing electrical grid

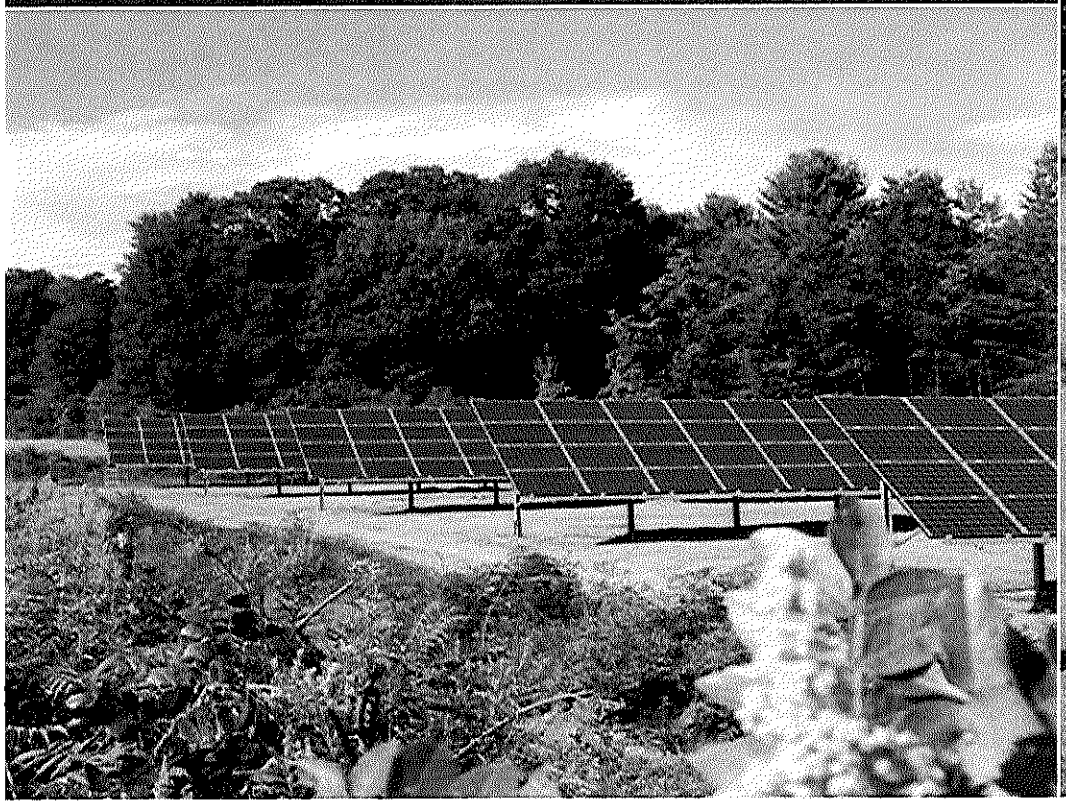




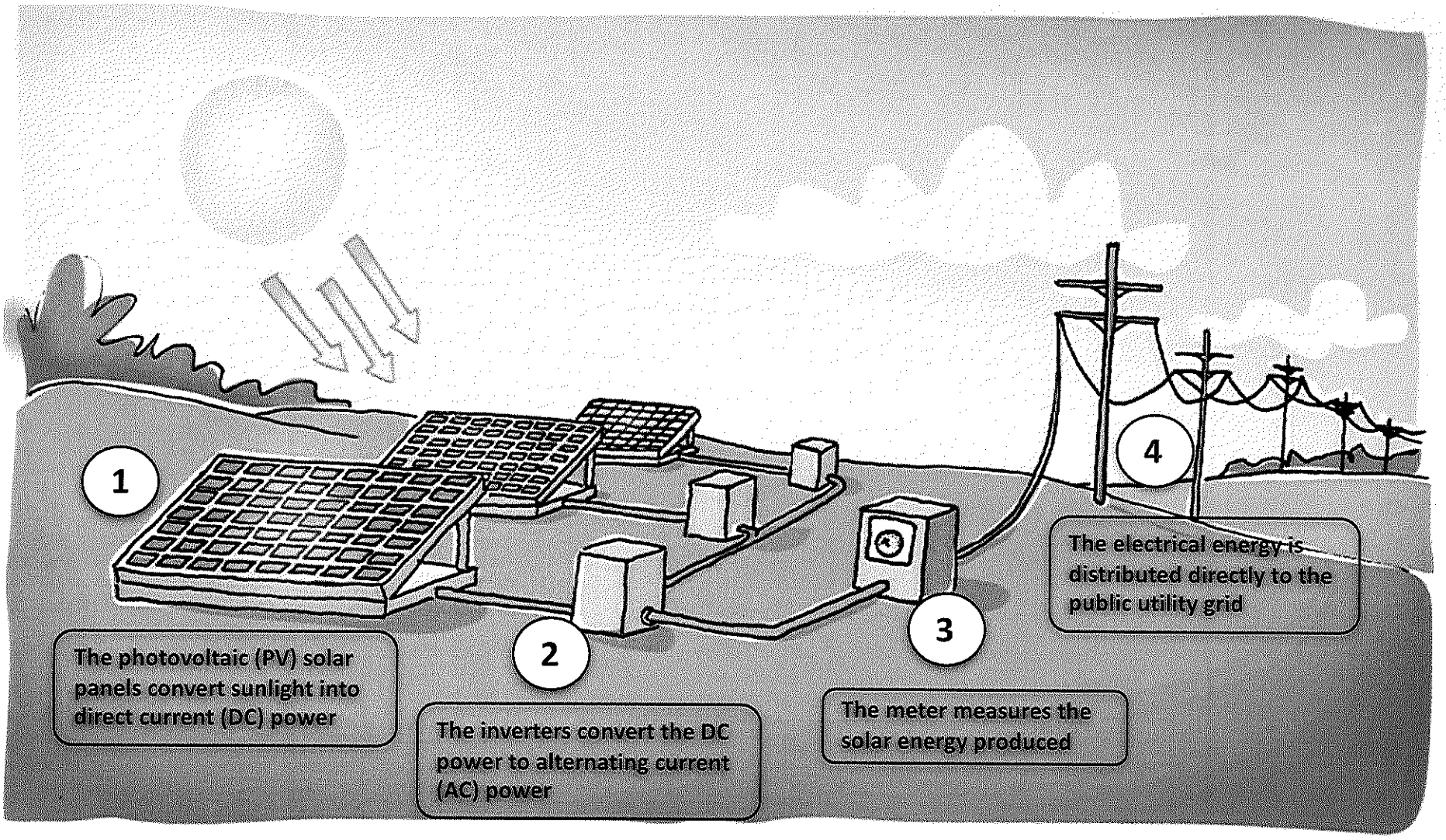
- Requires approximately 5 acres to produce one (1) MW of power
- Ability to participate by either:
  - Subscribing to a solar garden
  - Leasing land for host sites

What is a Solar Garden?

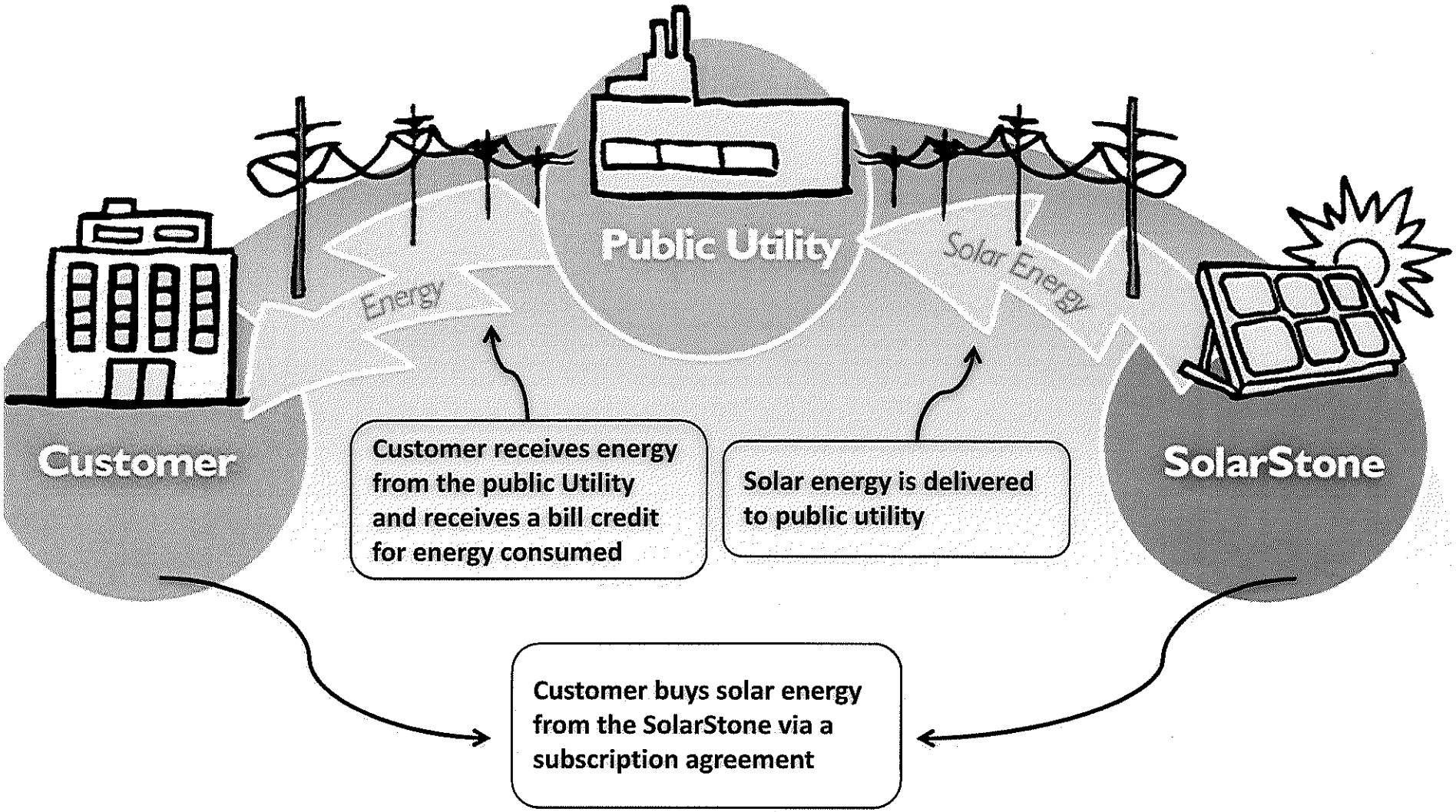




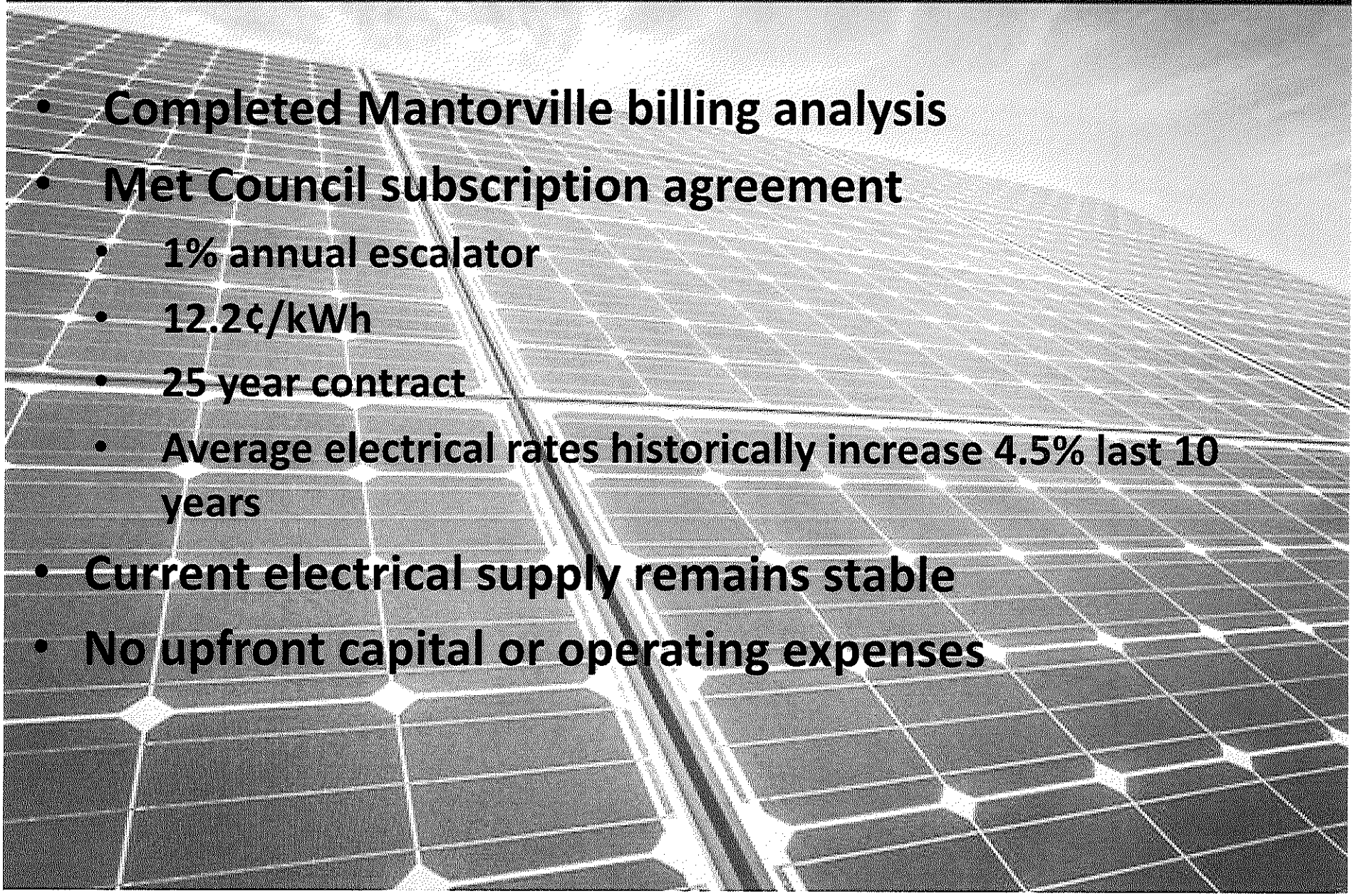
How Solar Works



Solar Garden Framework



Subscription Framework

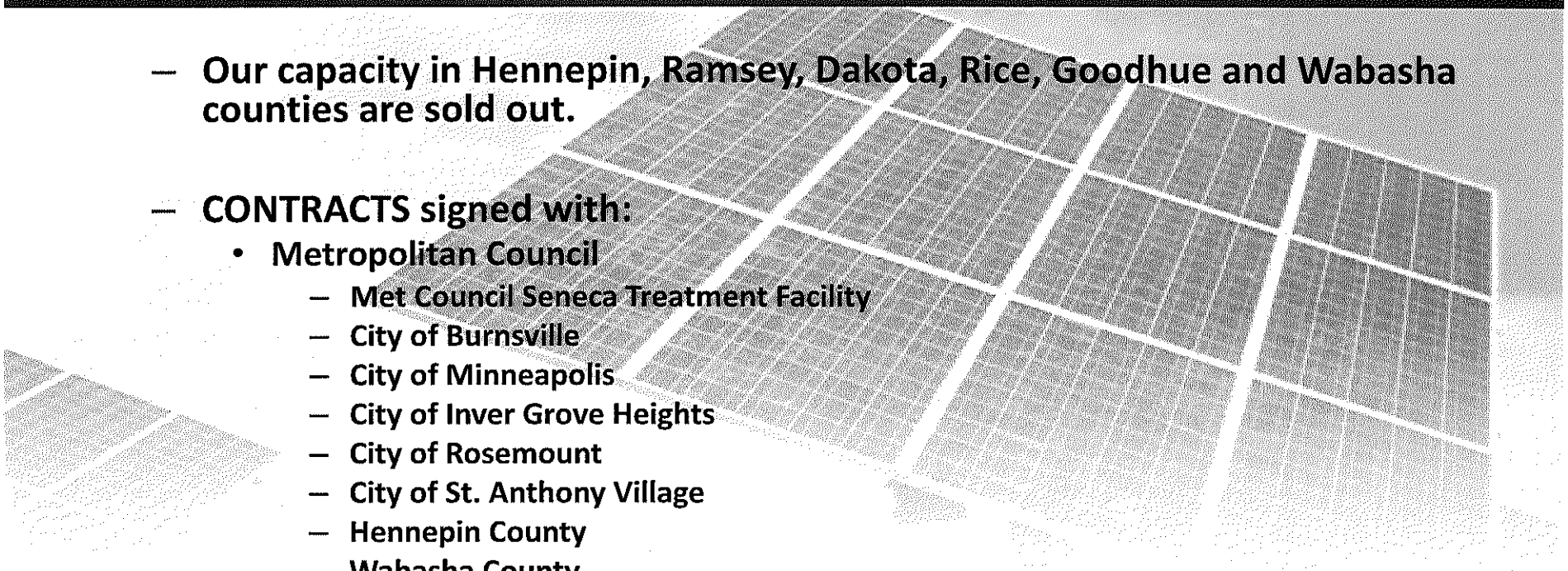


- Completed Mantorville billing analysis
- Met Council subscription agreement
  - 1% annual escalator
  - 12.2¢/kWh
  - 25 year contract
  - Average electrical rates historically increase 4.5% last 10 years
- Current electrical supply remains stable
- No upfront capital or operating expenses

Xcel 10 Year Rate Increases

Year	PUC Approved Rate Increases
2005	6.3%
2008	3.5%
2010	2.7%
2012	3.8%
2013	4.6%
2014	6.9%
2015	3.5%
10 Year Average	**4.5%**

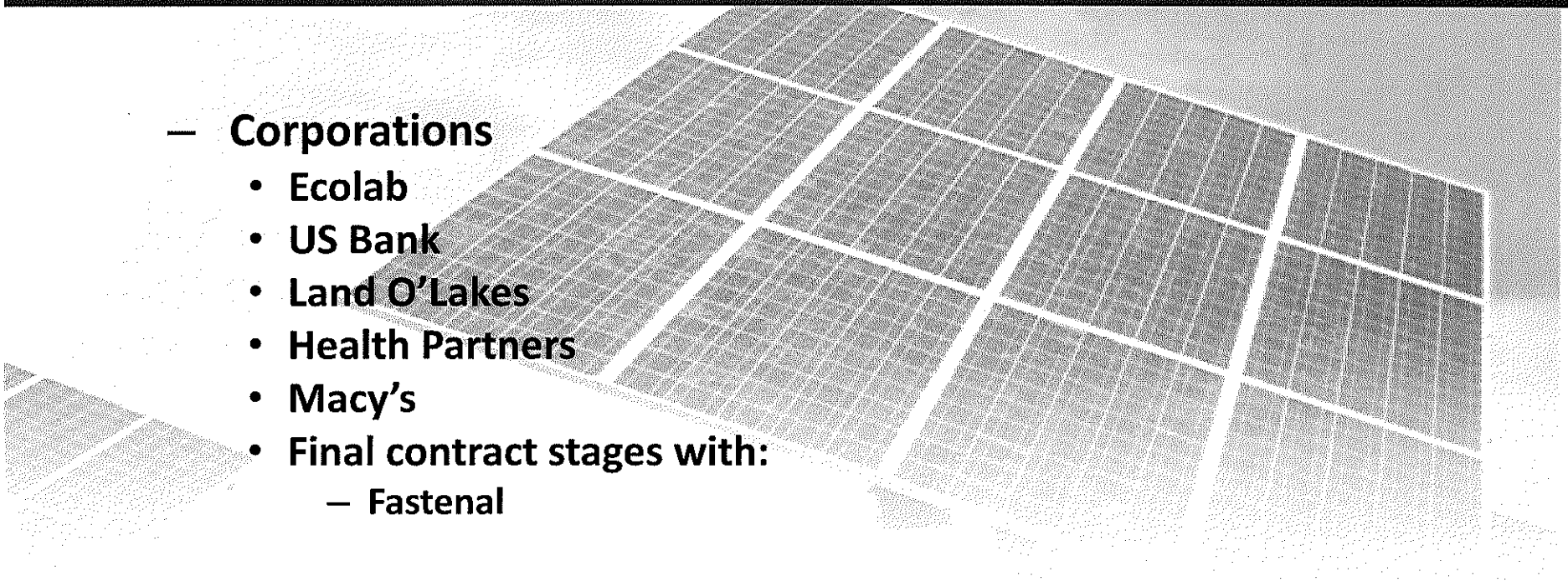
SolarStone Activity



- Our capacity in Hennepin, Ramsey, Dakota, Rice, Goodhue and Wabasha counties are sold out.

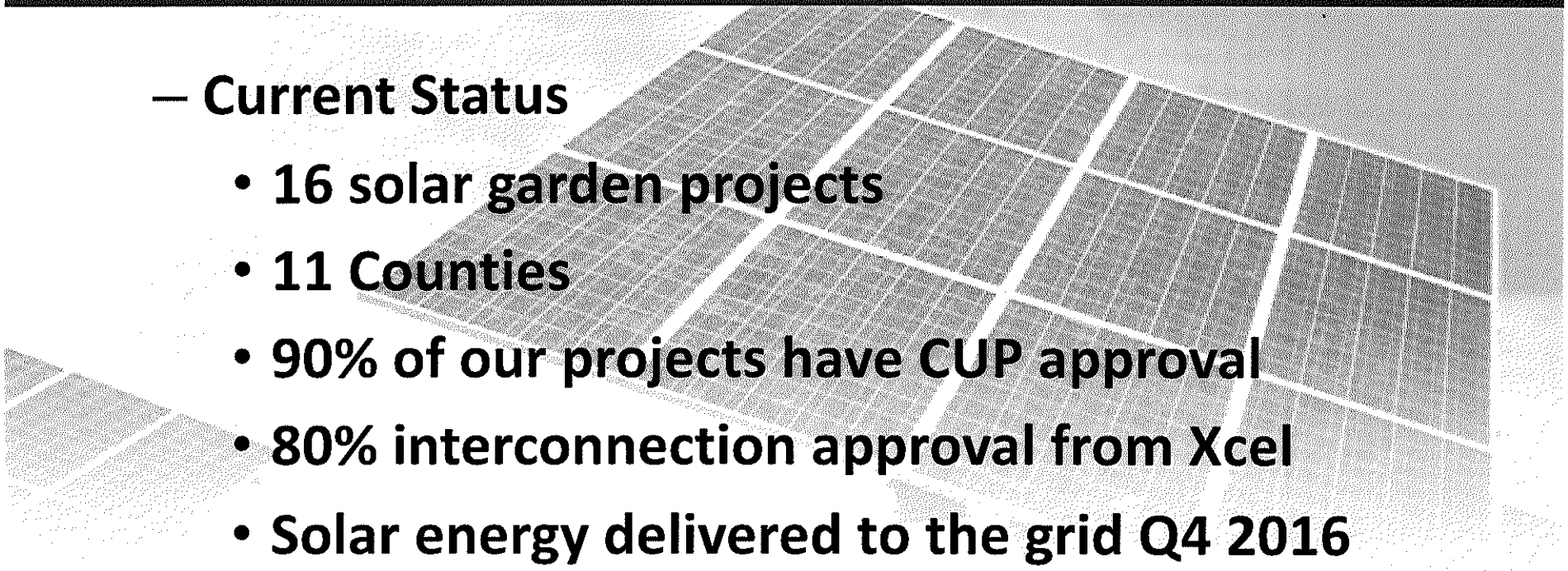
- CONTRACTS signed with:
  - Metropolitan Council
    - Met Council Seneca Treatment Facility
    - City of Burnsville
    - City of Minneapolis
    - City of Inver Grove Heights
    - City of Rosemount
    - City of St. Anthony Village
    - Hennepin County
    - Wabasha County
    - City of Wabasha
    - Wabasha School District
    - Final contract stages with:
      - » Dodge County
      - » City of Lonsdale
  - City of Maple Grove
  - City of Minnetonka
  - St Olaf College

SolarStone Activity (con't)



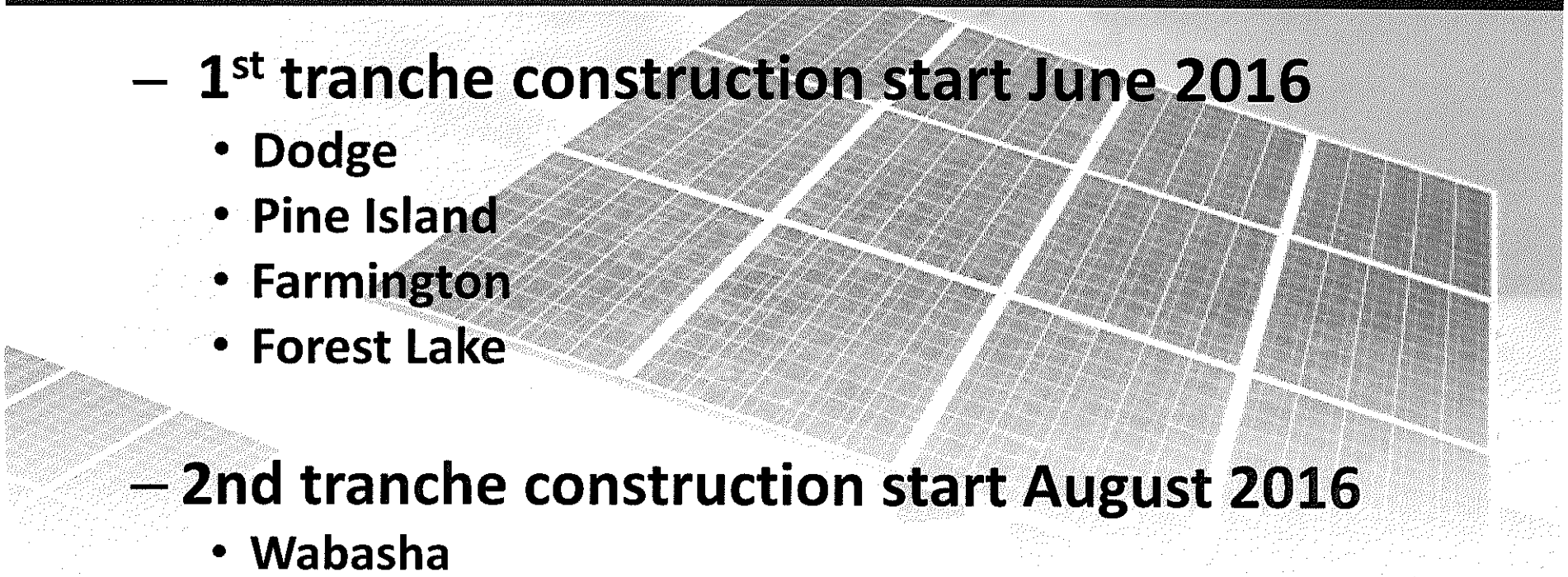
- Corporations
  - Ecolab
  - US Bank
  - Land O'Lakes
  - Health Partners
  - Macy's
  - Final contract stages with:
    - Fastenal
- Residential
  - 8 megawatts

SolarStone Activity (con't)



- Current Status
  - 16 solar garden projects
  - 11 Counties
  - 90% of our projects have CUP approval
  - 80% interconnection approval from Xcel
  - Solar energy delivered to the grid Q4 2016

Shovel Ready Solar Projects



- 1st tranche construction start June 2016
  - Dodge
  - Pine Island
  - Farmington
  - Forest Lake
- 2nd tranche construction start August 2016
  - Wabasha
  - Webster
  - Hwy 14
  - Big Lake
- 3rd tranche construction start Spring of 2017
  - 8 remaining solar sites

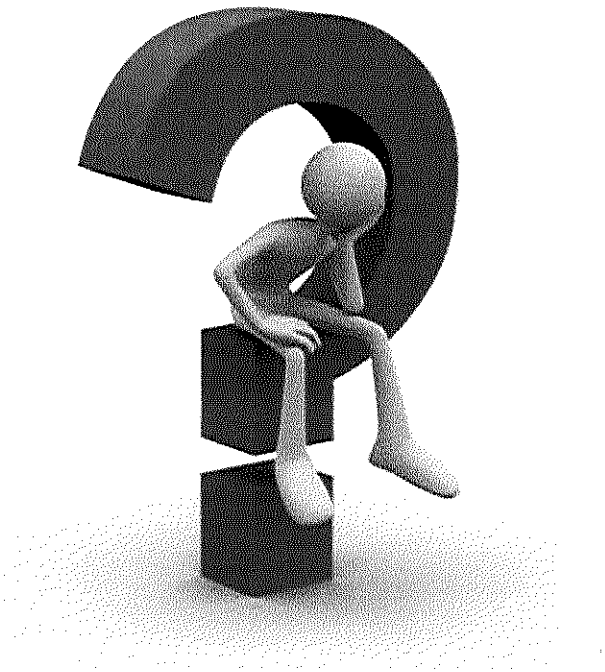
Why SolarStone?

- All of our projects are financed
- Dodge County solar garden has CUP approval and Xcel's interconnection agreement
- Dodge County construction has started
- NRG will own, maintain and operator all facilities
- Your opportunity to take a leadership position in the solarization of Minnesota

Sequence of Events

- **Subscriber:**
  - **Reviewing Met Council subscriber contract**
  - **Review City credit rating**
  - **Submit solar application to public utility**

Q & A



Thank You!

Mantorville Regional Welcome Center

July 2015 through June 2016 Financial Report

Accounts Payable:

Utilities: $1594.25 (sewer & water was $728.13)

Insurance: $908.31 Thank you for lawn care (2 yrs.) $160 Safety Dep. Box: $20

Accounts Receivable:

Money jar, tee shirt sale $44-Oct.'15, donations for treats at Opera House-$70,

1/3 of Spring Fling sale-$183.33-May '16, gift from the Mantorville Chamber-$100

Balance in checking account as of June 30, 2016-$2974.01 (insurance due in Aug.)

Not only are we open for people to stop and get information about our town and surrounding area from Memorial Day weekend through September but we help with the Spring Fling, Stagecoach Days, planting marigolds in the park, help with school kids' clean up day, Marigold Days, National Nite Out and when we are asked but due that the board members are not only getting older but feel they can't take on any big fund raiser which has been done in the past to pay the Welcome Center's monthly bills, we are seeking help.

Nancy Noetz, Treasurer

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

WHEREAS, Sharon Davern is the fee owner (the "Applicant") of the property located at: 121 5th Street East, Mantorville, Minnesota, legally described as:

Lot 5 and the northern 42 ft. of Lot 4, Block 2, Original Plat, City of Mantorville, County of Dodge, Minnesota

(the "Property"); and

WHEREAS, the Property is located in the Transitional Zoning District so the requirements in the R-2 Zoning District are determinative; and

WHEREAS, the Applicant is seeking approval for the operation of a Bed and Breakfast in her home; and

WHEREAS, the Applicant currently holds a separate conditional use permit for the operation of a massage business in the home; and

WHEREAS, pursuant to Section 150.070 (C) of the City Code, Bed and Breakfasts are conditional uses in the (R-2) Residential Zoning District and Section 150.044 of the City Code sets forth conditional use permit requirements for Bed and Breakfasts; and

WHEREAS, the Applicant has submitted an application for a conditional use permit to the City ("CUP") in order to conduct this business on the Property; and

WHEREAS, the City Council held a public hearing as required for the CUP on July 11, 2016, at which time it heard from those wishing to speak on the CUP and reviewed any written testimony or information provided to the City regarding this matter; and

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

(a) The Property is currently zoned Transitional so the requirements in the R-2 Zoning District are determinative; and

(b) Bed and Breakfasts are allowed in the R-2 Multi-Family Residential Zone by a conditional use permit; and

(c) The Applicants CUP application is consistent with the performance standards for Bed and Breakfasts set forth in Section 150.088 of the City Code; and

(d) The Applicants Bed and Breakfast will not create an excessive burden on existing parks, schools, streets, or other public facilities which serve or are proposed to serve the area because parking is limited to off street parking only; and

(e) There will be no modifications or physical feature changes taking place on the outside of the applicants home for the bed and breakfast; and

(f) Except for additional vehicles travelling to and from the Property and parking thereupon, the Property's appearance will not have an adverse effect on adjacent residential properties; and

(g) The Applicants proposed use is reasonably related to the overall needs of the City and to the existing land use because currently the City does not have a bed and breakfast facility; and

(h) The Applicants proposed use is consistent with the purpose of the City's zoning regulations and the purposes of the R-2 Zoning District because Bed and Breakfast facilities are conditional uses in the R-2 Zoning District. The purpose of a CUP is to permit a use that would not be appropriate generally but may be allowed with appropriate restrictions; and

(i) The Applicants proposed use is not in conflict with the comprehensive plan because the comprehensive plan does not limit future land use for this parcel that would be inconsistent with the one that is being proposed; and

(j) The Applicants proposed use will not cause traffic hazards or congestion because daily traffic from the business is limited to no more than 2 additional vehicles parked on site at any given time; and

(k) The traffic generated by the Applicants Bed and Breakfast can be safely accommodated on existing roads. There will not be any upgrades or improvements needed to existing roads in order to handle the additional traffic generated by the business; and

(l) There will be no offensive odors, fumes, dust, noise, vibration, or lighting emanating from the Property that would otherwise disturb the use of neighboring properties; and

(m) Adequate utilities, parking, drainage and other necessary facilities are available for the Applicants proposed use on the Property; and

(n) The properties surrounding the Property are completely developed so the Applicants' proposed use will not impede the normal and orderly development or improvement of the surrounding properties; and

(o) The Applicants' proposed use will not be injurious to the use and enjoyment of other properties in the neighborhood and will not significantly diminish or impair the values of the other properties because there are no changes being made to the Property as it currently exists and there will be minimal traffic associated with the Bed and Breakfast; and

(p) The Applicants' proposed use will not disrupt the character of the neighborhood because there are no physical changes taking place to the Property, rental of rooms is limited to two, and all parking will take place off street in designated parking areas upon the Property.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Mantorville hereby approves the CUP in order to allow the Applicant to operate a Bed and Breakfast as described herein on the Property, and the Applicant shall comply with all of the following conditions:

(1) The Applicant may operate a Bed and Breakfast business on the Property. The business must be conducted entirely within the home on the Property; and

(2) The owner or operator shall reside on the Property and be present when customers are staying on site, including being physically present to receive incoming guests upon check-in; and

(3) The maximum number of rooms available for guests will not exceed 2 at any given time; and

(4) The maximum number of guests shall not exceed 4 at any given time; and

(5) One off street parking space shall be made available for each guest room; and

(6) The Bed and Breakfast must be operated entirely by the Applicant; no outside employees shall be permitted; and

(7) No cooking facilities shall be allowed or provided in the guest rooms; and

(8) The Applicant must obtain and maintain all applicable State, Federal and local licenses and permits that may be necessary to operate the Bed and Breakfast on the Property. A copy of all additional licensing must be provided to the City to be kept on file; and

(9) The establishment, including any accessory uses being offered to guests, must conform to State Health and Building Code requirements; and

(10) On premise advertising is limited to 1 wall sign or 1 free standing sign not more than 2 square feet, unilluminated; and

(11) The Bed and Breakfast shall not detract from the residential character of the R-2 Zoning District; and

(12) The City may inspect the Property at all reasonable times after giving written notice to the Applicant for purposes of ensuring compliance with the conditions of this CUP; and

(13) The Applicant shall correct a violation of any of these conditions immediately, and in no case, more than 15 days after receipt of written notice from the City; and

(14) The conditions of this CUP shall run with the Property and shall not in any way be affected by the subsequent sale, lease, or other change from current ownership of the Property and all reference to the Applicant herein shall include its heirs, successors, and assigns; and

(15) There must not be any offensive odors, fumes, dust, noise, vibration, or lighting emanating from the Property that would otherwise disturb the use of neighboring properties; and

(16) Failure by the Applicant to maintain compliance with all additional State, Federal or local licensing is a violation of the CUP.

(17) The Applicant shall ensure that no criminal activity occurs upon the Property. If, in any twelve-month period, there are two or more police reports filed involving activity upon the Property which is deemed to constitute disorderly conduct or any violent crime, such instance shall constitute a violation of this condition. Additionally, a single conviction of a felony-level crime occurring on the Property shall be a violation of this condition.

(18) At no time may guests of the Bed and Breakfast be present at the same time as customers of Applicant's massage home occupation.

(19) Failure to comply with any condition contained herein shall constitute a violation of this CUP, and the City may revoke such CUP upon notice and hearing to the Applicant or their successors in interest.

BE IT FINALLY RESOLVED, that the City Clerk Treasurer is hereby authorized and directed to record this CUP resolution in the office of the County Recorder/Registrar of Titles.

Adopted by the Mantorville City Council this 8th day of August, 2016.

_____

Mayor Chuck Bradford

_____

Attest: City Clerk Treasurer, Camille C. Reber

RESOLUTION 2016-10

A RESOLUTION APPROVING A COMMUNITY NON-PROFIT GAMBLING EVENT

WHEREAS, the City of Mantorville has received an application to conduct off site gambling by the Mantorville Restoration Association.

WHEREAS, the request is for a community nonprofit bingo event held during the Marigold Days Celebration. It will be held on Saturday, September 10, 2016 and Sunday September 11, 2016 around mid-day. The event will be held at the Mantorville Welcome Center located at 407 Main Street.

WHEREAS, the current Minnesota Gambling license number, 01982, for the Mantorville Restoration Association allows for said bingo to take place.

NOW THEREFORE BE IT RESOLVED, by the Mantorville City Council, that the request for offsite gambling sponsored by the Mantorville Restoration Association as listed above is approved.

Passed this 8th day of August, 2016.

_____

Mayor Chuck Bradford

_____

Attest; City Clerk Treasurer, Camille C. Reber

LG230 Application to Conduct Off-Site Gambling

No Fee

ORGANIZATION INFORMATION

Organization Name: Mantorville Restoration Association License Number: 01982

Address: PO Box 311 City: Mantorville, MN Zip: 55955

Gambling Manager Name: Shari James Daytime Phone:

Chief Executive Officer (CEO) Name: Jane Olive Daytime Phone:

GAMBLING ACTIVITY

Twelve off-site events are allowed each calendar year not to exceed a total of 36 days.

From 09 / 10 / 16 to 09 / 11 / 16

Check the type of games that will be conducted:

☐ Raffle ☐ Pull-Tabs ☑ Bingo ☐ Tipboards ☐ Paddlewheel

GAMBLING PREMISES

Name of location where gambling activity will be conducted: Mantorville Welcome Center

Street address and
City (or township): 407 Main Street Zip: 55955 County: Dodge

- Do not use a post office box.
- If no street address, write in road designations (example: 3 miles east of Hwy. 63 on County Road 42).

Does your organization own the gambling premises?

☐ **Yes** If yes, a lease is not required.

☑ **No** If no, the lease agreement below must be completed, and signed by the lessor.

LEASE AGREEMENT FOR OFF-SITE ACTIVITY (a lease agreement is not required for raffles)

Rent to be paid for the leased area: $0 (if none, write "0")

All obligations and agreements between the organization and the lessor are listed below or attached.

- Any attachments must be dated and signed by both the lessor and lessee.
- This lease and any attachments is the total and only agreement between the lessor and the organization conducting lawful gambling activities.
- Other terms, if any:

Lessor's Signature: _____ Date: _____

Print Lessor's Name: _____

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LG230 Application to Conduct Off-Site Gambling

Acknowledgment by Local Unit of Government: Approval by Resolution

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
City Name: City of Mantorville	County Name:
Date Approved by City Council:	Date Approved by County Board:
Resolution Number: (If none, attach meeting minutes.)	Resolution Number: (If none, attach meeting minutes.)
Signature of City Personnel:	Signature of County Personnel:
Title: City Clerk-Treas Date Signed:	Title: Date Signed:
Local unit of government must sign.	TOWNSHIP NAME: **Complete below only if required by the county.** On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.) Print Township Name: Signature of Township Officer: Title: Date Signed:

CHIEF EXECUTIVE OFFICER (CEO) ACKNOWLEDGMENT

The person signing this application must be your organization's CEO and have their name on file with the Gambling Control Board. If the CEO has changed and the current CEO has not filed a LG200B Organization Officers Affidavit with the Gambling Control Board, he or she must do so at this time.

I have read this application, and all information is true, accurate, and complete and, if applicable, agree to the lease terms as stated in this application.

Signature of CEO (must be CEO's signature; designee may not sign) Date

Mail or fax to:

Minnesota Gambling Control Board
Suite 300 South
1711 West County Road B
Roseville, MN 55113
Fax: 651-639-4032

No attachments required.

Questions? Contact a Licensing Specialist at 651-539-1900.

This publication will be made available in alternative format (i.e. large print, braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application.

Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public.

If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public.

Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor; national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.