

MANTORVILLE CITY COUNCIL MEETING AGENDA
MONDAY, JUNE 27, 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 June 13, 2016
 - b) Warrant List June 27, 2016
 - c) Dodge County Board of Commissioners Meeting Notice
 - d) LMC Communication
5. Public Concerns
6. Public Hearing - none
7. Old Business/New Business
 - a) Bid Award 5th Street East
 - b) Recertification Appeal – James Jasperson
 - c) Tabled Recommendation for New Fire Department Applicants – Fire Chief, JJ Williams
 - d) Continued Draft Ordinance Amending Section 150.025 of the Mantorville City Code
 - e) Continued Draft Ordinance Amending Section 150.044 of the Mantorville City Code
 - f) Continued Draft Ordinance Amending Section 150.071 of the Mantorville City Code
 - g) Ordinance Amending Section 150.021 of the Mantorville City Code and Opting Out of the Requirements of Minnesota Statutes, Section 462.3593
 - h) Riverside Park Approval for Hot Dog Stand
 - i) Resolution 2016-07 Approving Election Judges for 2016 Primary and General Election
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, JUNE 13, 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, Will Lambert, and Sherry Roth.

Others Present: Gretta Becay, Joe Waugh – City Insurance Agent, Dan Trapp, and Cami Reber

2. **Pledge of Allegiance** - Done

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

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

- a) City Council Meeting Minute's May 23, 2016 & June 6, 2016
- b) Warrant List June 13, 2016
- c) Fire Department Meeting Minutes June 1, 2016
- d) Dodge County Board of Commissioners Meeting Notice
- e) Dodge County Sheriff's Office May Mantorville Call Report
- f) Notice of SEMLM Membership Meeting
- g) New Rental License – 715 Clay Street
- h) State Demographer Population Estimates

Motion passed unanimously.

5. **Public Concerns**

Dan Trapp, 10 Zumbro Ridge Drive – regarding promises made, when the building was granted, of evergreen trees being planted on the berm. So far there has been nothing done and there are noxious weeds growing that are very tall that include wild parsnip, cocklebur, giant ragweed, nettles and others. They mow everything except for the berm and area immediately next to him. He admits that he isn't very happy about the whole thing, but they made promises to the City Council. The trees that were there were planted around their yard. Evergreens were going to be built on the berm to help shield the building. The Mayor noted that we will reach out to them and see what their plans are and if they have changed we will remind them of what was said in the Council Chamber.

6. **Public Hearing** - none

7. **Old Business/New Business**

- a) **2016/2017 Property/Casualty Insurance Renewal – Joe Waugh**

City Insurance Agent Joe Waugh presented the LMCIT Property/Casualty renewal for June 1, 2016 – June 1, 2017. The renewal is \$19,833. Joe explained the tort limit reform for municipalities which means the public can't sue a city for more than a certain amount of dollars. Motion made by Member Lambert, second by Member Roth to not waive the tort limit reform. Motion passed unanimously.

Motion made by Member Blair, second by Member Lambert to approve the renewal proposal as listed. Motion passed unanimously.

- b) **RESOLUTION 2016-06 A RESOLUTION AUTHORIZING RECERTIFICATION OF OUTSTANDING CHARGES TO PARCEL ID# 25.100.3461 IN THE CITY OF MANTORVILLE**

Motion made by Member Blair, second by Member Roth to pull from the table Resolution 2016-06. Motion passed unanimously.

Mayor Bradford asked Cami for the additional information that Council had requested at the last meeting. The sale of the parcel was \$14,800; the additional fees that the buyer had to pay are over and above that. The City will receive \$2,960 from the sale. The amount of taxes that were forfeited from 2011-2016 is \$2,517.53. The Fire Call Fee that was previously assessed to the property is \$1,580 and the debris removal is \$4,855. The Council discussed the best way to proceed. Discussion from the last meeting noted that the Fire Call didn't really improve the sale of the land but there was value on the cleanup that did follow with the property. Member Lambert noted that if we take the \$4,855 and offset it with the City share of \$2,960, then that would leave the \$1,895. Member Roth noted that the cleanup was a necessary expense and had to be incurred by someone regardless and doesn't think the City should eat that. James Jasperson, owner of the property, noted that he could have done the cleanup for cheaper and feels you are penalizing people who are doing the right thing. Member Blair suggested striking a balance on the tax portion and cut it in half. A motion was made by Member Blair, second by Member Roth, to pass Resolution 2016-06 with a change to the amount to be recertified instead of \$1,895 to \$3,145. Member Blair noted that he feels it is a reasonable compromise from the original \$6,400 that we could have done. Motion passed unanimously.

Member Blair asked about extending a payment plan? Mr. Jasperson asked if there is a way to discuss this again or not with the full council? Mayor Bradford noted that he can ask for reconsideration. Cami noted if he is requesting to pay it off through his property taxes over so many years, the Council can set the years. His tax burden would go up that much over so many years. Because he is appealing the decision, it will come back to the next Council meeting and based on the outcome of that decision, he can let us know how he wants to go forward.

c) Recommendation for New Fire Department Applicants – Fire Chief, JJ Williams

Mayor Bradford requested to table the request until JJ is present to present the material.

d) Request for Contribution and Membership MAOSC

Consensus of Council to decline membership.

e) Draft Ordinance Amending Section 150.025 of the Mantorville City Code

Cami noted that these are still working documents and once the City Council comes up with final drafts, she can then publish a notice of public hearing on the final drafts. A set of recommendations on the draft ordinances are being presented tonight to the Council for discussion.

Member Blair asked about the strike out of the location of detached accessory building. Cami noted that it is listed already in the ordinance so that is why it is shown that way. He also asked about the section of the code that talks about location of detached accessory buildings, and was it temporary structures that are allowed to be in the front yard if they are more than 100 feet away? Cami noted that that section of the code refers to non-permanent structures such as toy houses, ice fish houses, stuff like that. Did we consider anything about buildings being built at the same time; the accessory structure at the same time as the primary structure? Member Blair feels it would be a good clean up thing to add and that there is reasonable allowance for that. We should set reasonable expectations. Cami noted that same verbiage she read in other city ordinances. She will pull a sample and add it to the draft for Council to review.

Dan Trapp noted that another part in Kasson's ordinance that says the accessory structure shall not be larger in square footage size then the principal building, the principal building being the house, and that the accessory building shall not be taller than 16 feet in overall height. If we are going to grab stuff, let's grab the spirit of another community's ordinance, not cherry pick out small little pieces. Just to say 10%, that's not how they (meaning Kasson)

are working, how they are defining an accessory structure, simply by lot size. The Mayor noted why we are not simply cutting and pasting in the entirety is because we want the ability to allow a larger accessory structure on a larger lot. Mr. Trapp noted that is a sticky way to go especially if you have a 4 acre lot. Is that really the way we want to go? The Mayor noted that is something to consider and there are also other areas of the code to consider such as green space. Member Roth ask for clarification on the 120 and 200 sq. ft. requirements listed and what about the sizes in between; what are the requirements. Member Blair noted it is issues related to building permit. Member Lambert concurred that you could get into trouble and maybe we could limit it to the square footage of the principal building; not to exceed it. The Mayor noted we could change the 10% of the lot to cannot exceed the principal building because on bigger lots, you could have bigger principal buildings which allow you bigger accessory structures. Or we could keep both and not to exceed 10% which then puts more restrictions on smaller lots. Member Roth noted it is difficult to place rules on a community with various lot sizes and outside areas with wooded lots that are larger. People that live in the outer perimeter are likely to have the larger buildings when they have larger lots. Members continued the discussion. Mayor Bradford noted that this is an area that we need to think more about.

Member Roth commented on the height portion being proposed. We are limiting someone with a smaller home from building a taller structure. Mr. Trapp asked if you could ask everyone in the neighborhood, would you like to live next to a big tall building, don't they count? Member Blair responded that based of Legislative ruling, we are not able to take surveys and votes as to the specific public opinion on individual items like that. Council continued discussion.

Member Blair asked is the height of the principal structure a good starting point? Or is there something different that would be a good starting point? The Mayor asked that Council Members review the drafts and any edits and ideas be sent to Cami for more discussion at future meetings. We will continue to have these discussions going forward.

f) **Draft Ordinance Amending Section 150.044 of the Mantorville City Code** – tabled

g) **Draft Ordinance Amending Section 150.071 of the Mantorville City Code** - tabled

h) **Temporary Family Health Care Dwellings**

Cami updated the Council on the new law passed regarding Temporary Health Care Dwellings. The new law does give counties and cities the choice to opt out if they pass an ordinance by September 1. Council Members discussed. Mayor Bradford noted that his concern is a very small structure for a perceived medical need. Why would you not want that person closer to you than a detached structure? You're isolating them from the family. Member Blair noted, it doesn't necessarily say who is going to reside in it. Maybe it's not the distance but making the space available. Seems like a good idea, not a bad idea, as long as limits are put in. We could use it as a good base of our own for an ordinance. Mayor Bradford noted a small structure like this, temporary in nature is a detractor in the neighborhood. So what happens if it is a person living in it and at the end of the year, they say, we've been doing this for a year and you're going to kick us out when we need it the most? Motion made by Member Lambert, second by Member Roth to opt out. Cami needs to bring forward an ordinance for this action. Motion passed unanimously.

8. **TBD**

a) **Public Works Report** – Scott is on vacation this week; anytime will work for the Kasson WW Plant Tour, Council discussed and set a time for Cami to check with Kasson on.

b) **City Clerk Report** – Cami reported on the SEMLM Meeting, property complaints going out, update on 7th and Monroe property and the campground is extremely busy.

c) **Consultant Report** - None

d) **Committee Report**

- EDA – Mayor Bradford noted that they are working on finalizing LOGO items and 1 of the Revolving Loan Fund Loans was paid off so we have additional funds for a loan.

e) **Council Member Report** - None

f) **Mayor Report** - None

9. **Executive Session** - None

10. **Adjourn** – Motion made by Member Blair, second by Member Lambert to adjourn the meeting at 7:57 pm. Motion passed unanimously.

***Check Summary Register©**

June 2016

	Name	Check Date	Check Amt	
10100 Citizens State Bank				
UnPaid	AFLAC		\$34.68	EMPLOYEE PAID JUNE 2016
UnPaid	BUREAU OF CRIMINAL APPREH		\$15.00	BACKGROUND CHECK FOR FIRE DEPT NE
UnPaid	CHS - KASSON FEED		\$70.95	GRASS SEED AND OATS FOR PARKS
UnPaid	DELTA DENTAL OF MN		\$269.80	EMPLOYEE DENTAL JUNE 2016
UnPaid	EARLS SMALL ENGINE REPAIR		\$30.66	SAW CHAIN
UnPaid	HAWKINS, INC		\$4,510.20	WATER DEPT CHEMICALS
UnPaid	KRAMER, CURT		\$277.33	REIMBURSEMENT FOR A NEW BATTERY F
UnPaid	LINCOLN NATIONAL LIFE INSUR		\$151.33	EMPLOYEE PAID LIFE INSURANCE
UnPaid	LMCIT		\$19,833.00	2016/2017 PROPERTY CASUALTY INSURAN
UnPaid	MAXSON ELECTRIC		\$417.50	INSTALLED A NEW FLOAT AND PUMP FOR
UnPaid	ON SITE COMPUTERS, INC		\$163.20	REMOTE SUPPORT FOR CITY HALL COMP
UnPaid	ON SITE SANITATION		\$217.50	RV PARK PORT A POTTY
UnPaid	SAMS CLUB		\$123.26	HEALTH & WELLNESS
UnPaid	LAKER CHEMICAL INC. DBA		\$762.50	FINE ROAD PATCH
UnPaid	WHKS & COMPANY		\$16,743.54	MANTORVILLE WWTP OPERATIONS PER C
UnPaid	XCEL ENERGY		\$6,044.89	STREET LIGHTS NON METERED
		Total Checks	\$49,665.34	

MANTORVILLE, MN

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Payments

Current Period: June 2016

Batch Name	WAR 06 27 16	User Dollar Amt	\$52,261.09		
Payments		Computer Dollar Amt	\$52,261.09		
			\$0.00	In Balance	
Refer	0 AFLAC				
Cash Payment	G 101-21710 AFLAC	EMPLOYEE PAID JUNE 2016			\$34.68
Invoice	627867 6/27/2016				
Transaction Date	6/16/2016	Citizens State Bank 10100		Total	\$34.68
Refer	0 CHS - KASSON FEED				
Cash Payment	E 101-45200-200 Supplies	GRASS SEED AND OATS FOR PARKS			\$70.95
Invoice	441-IC0675 6/27/2016				
Transaction Date	6/16/2016	Citizens State Bank 10100		Total	\$70.95
Refer	0 INTERNAL REVENUE SERVICE	Ck# 005014 6/27/2016			
Cash Payment	G 101-21701 Federal Withholding	FEDERAL W/H			\$682.74
Invoice	2016 PR-16 6/27/2016				
Cash Payment	G 101-21709 Medicare	MEDICARE W/H			\$196.60
Invoice	2016 PR-16 6/27/2016				
Cash Payment	G 101-21703 FICA Tax Withholding	SS W/H			\$840.60
Invoice	2016 PR-16 6/27/2016				
Transaction Date	6/16/2016	Citizens State Bank 10100		Total	\$1,719.94
Refer	0 MN PERA	Ck# 005015 6/27/2016			
Cash Payment	G 101-21704 PERA	EMPLOYEE/EMPLOYER RETIREMENT 2016-PR-12			\$875.81
Invoice	2016-PR12 6/27/2016				
Transaction Date	6/16/2016	Citizens State Bank 10100		Total	\$875.81
Refer	0 ON SITE COMPUTERS, INC				
Cash Payment	E 101-41940-228 Equip. Repair and Maint	REMOTE SUPPORT FOR CITY HALL COMPUTERS			\$163.20
Invoice	CW 51415 6/27/2016				
Transaction Date	6/16/2016	Citizens State Bank 10100		Total	\$163.20
Refer	0 DELTA DENTAL				
Cash Payment	G 101-21708 Dental Insurance	EMPLOYEE DENTAL JUNE 2016			\$269.80
Invoice	6533560 6/27/2016				
Transaction Date	6/21/2016	Citizens State Bank 10100		Total	\$269.80
Refer	0 LINCOLN NATIONAL LIFE INSURA				
Cash Payment	G 101-21711 Life Insurance Payable	EMPLOYEE PAID LIFE INSURANCE			\$151.33
Invoice	JUNE 2016 6/27/2016				
Transaction Date	6/21/2016	Citizens State Bank 10100		Total	\$151.33
Refer	0 TEAM LAB CHEMICAL CORP.				
Cash Payment	E 101-43100-224 Street Maint Materials	FINE ROAD PATCH			\$762.50
Invoice	INV0001898 6/27/2016				
Transaction Date	6/21/2016	Citizens State Bank 10100		Total	\$762.50
Refer	0 KRAMER, CURT				
Cash Payment	E 101-42200-228 Equip. Repair and Maint	REIMBURSEMENT FOR A NEW BATTERY FOR BETSY			\$277.33
Invoice	JUNE 11, 2016 6/27/2016				
Transaction Date	6/21/2016	Citizens State Bank 10100		Total	\$277.33
Refer	0 SAMS CLUB				

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Payments

Current Period: June 2016

Cash Payment	E 101-41500-445 Health and Wellness	HEALTH & WELLNESS		\$52.71
Invoice	MAY 2016	6/27/2016		
Cash Payment	E 101-41940-200 Supplies	GARBAGE BAGS, T.P. AND HAND SOAD FOR CITY HALL		\$70.55
Invoice	MAY 2016	6/27/2016		
Transaction Date	6/21/2016	Citizens State Bank	10100	Total \$123.26
Refer	0 BUREAU OF CRIMINAL APPREHEN			
Cash Payment	E 101-42200-437 Other Miscellaneous	BACKGROUND CHECK FOR FIRE DEPT NEW APP JOSEPH LORENTZ		\$15.00
Invoice	JUNE 2016	6/27/2016		
Transaction Date	6/23/2016	Citizens State Bank	10100	Total \$15.00
Refer	0 EARLS SMALL ENGINE REPAIR			
Cash Payment	E 101-45200-404 Repairs/Maint Machinery	SAW CHAIN		\$30.66
Invoice	6/20/16	6/27/2016		
Transaction Date	6/23/2016	Citizens State Bank	10100	Total \$30.66
Refer	0 LMCIT C/O BERKELY RISK ADMIN.			
Cash Payment	E 101-41940-362 Property Ins	2016/2017 PROPERTY CASUALTY INSURANCE RENEWAL		\$19,833.00
Invoice	53495	6/27/2016		
Transaction Date	6/23/2016	Citizens State Bank	10100	Total \$19,833.00
Refer	0 ON SITE SANITATION			
Cash Payment	E 603-45183-410 Rentals	RV PARK PORT A POTTY		\$77.50
Invoice	JUNE 2016	6/27/2016		
Cash Payment	E 101-45200-410 Rentals	DENNISON PORT A POTTY		\$70.00
Invoice	JUNE 2016	6/27/2016		
Cash Payment	E 101-45200-410 Rentals	SLINGERLAND PORT A POTTY		\$70.00
Invoice	JUNE 2016	6/27/2016		
Transaction Date	6/23/2016	Citizens State Bank	10100	Total \$217.50
Refer	0 WHKS & COMPANY			
Cash Payment	E 602-49450-300 Professional Svcs (GEN	MANTORVILLE WWTP OPERATIONS PER CONTRACT 4/30-5/27		\$2,601.38
Invoice	35089	6/27/2016		
Cash Payment	E 401-41000-570 Capital Outlay	ENGINEERING FEES FOR 5TH STREET RECON		\$2,992.80
Invoice	35090	6/27/2016		
Cash Payment	E 101-41950-303 Engineering Fees	GENERAL ENGINEERING FOR SERVICES THRU 5/27/16		\$223.20
Invoice	35081	6/27/2016		
Cash Payment	E 602-49450-303 Engineering Fees	ENGINEERING FEES SANITARY SEWER CONNECTION PROJECT 4/30-5/27		\$10,926.16
Invoice	35081	6/27/2016		
Transaction Date	6/23/2016	Citizens State Bank	10100	Total \$16,743.54
Refer	0 XCEL ENERGY			
Cash Payment	E 101-43160-381 Electric Utilities	STREET LIGHTS NON METERED		\$1,741.37
Invoice	JUNE 2016	6/27/2016		
Cash Payment	E 101-43160-381 Electric Utilities	BRIDGE LIGHTS		\$21.25
Invoice	JUNE 2016	6/27/2016		
Cash Payment	E 101-43160-381 Electric Utilities	130 ST.HWY 57 S.CITY SIGN		\$24.20
Invoice	JUNE 2016	6/27/2016		
Cash Payment	E 101-43160-381 Electric Utilities	60003 ST.HWY 57 N CITY SIGN		\$16.85
Invoice	JUNE 2016	6/27/2016		

Payments

Current Period: June 2016

Cash Payment	E 101-42200-380 Utility Services	FH/CH/PUMP		\$273.76
Invoice	JUNE 2016	6/27/2016		
Cash Payment	E 101-43160-381 Electric Utilities	410 CLAY		\$14.70
Invoice	JUNE 2016	6/27/2016		
Cash Payment	E 101-41940-380 Utility Services	MANTOR FIELD		\$85.33
Invoice	JUNE 2016	6/27/2016		
Cash Payment	E 101-41940-380 Utility Services	340 CLAY RIVERSIDE		\$66.52
Invoice	JUNE 2016	6/27/2016		
Cash Payment	E 101-41940-380 Utility Services	342 MAIN ST RIVERSIDE		\$15.06
Invoice	JUNE 2016	6/27/2016		
Cash Payment	E 101-41940-380 Utility Services	GOLFVIEW DENNISON FIELD		\$16.10
Invoice	JUNE 2016	6/27/2016		
Cash Payment	E 101-41940-380 Utility Services	EAST ST. CITY SHOP		\$89.55
Invoice	JUNE 2016	6/27/2016		
Cash Payment	E 602-49450-380 Utility Services	121 BLANCH WWTF		\$2,281.13
Invoice	JUNE 2016	6/27/2016		
Cash Payment	E 601-49400-380 Utility Services	841 BLANCH WELL		\$1,023.15
Invoice	JUNE 2016	6/27/2016		
Cash Payment	E 601-49400-380 Utility Services	WATER TOWER		\$60.02
Invoice	JUNE 2016	6/27/2016		
Cash Payment	E 603-45183-381 Electric Utilities	CAMPGROUND		\$213.71
Invoice	JUNE 2016	6/27/2016		
Cash Payment	E 101-41940-380 Utility Services	BLANCH ST. SHOP		\$34.72
Invoice	JUNE 2016	6/27/2016		
Cash Payment	E 602-49450-380 Utility Services	JEFFERSON LIFT STATION		\$31.00
Invoice	JUNE 2016	6/27/2016		
Cash Payment	E 101-42200-380 Utility Services	701 CHESTNUT - SIREN		\$6.38
Invoice	JUNE 2016	6/27/2016		
Cash Payment	E 101-43160-381 Electric Utilities	BLANCH ST NON METER		\$8.53
Invoice	JUNE 2016	6/27/2016		
Cash Payment	E 101-41940-380 Utility Services	15 4TH STREET WEST - RIVERSIDE		\$15.33
Invoice	JUNE 2016	6/27/2016		
Cash Payment	E 101-42200-380 Utility Services	21 5TH STREET E SIREN		\$6.23
Invoice	JUNE 2016	6/27/2016		
Transaction Date	6/23/2016	Citizens State Bank	10100	Total \$6,044.89
Refer	0	MAXSON ELECTRIC		
Cash Payment	E 602-49450-220 Bldg.Repair and Mainten	INSTALLED A NEW FLOAT AND PUMP FOR GRINDER PUMP AT 505 MONROE CT. GROVERS		\$417.50
Invoice	5476	6/27/2016		
Transaction Date	6/23/2016	Citizens State Bank	10100	Total \$417.50
Refer	0	HAWKINS, INC		
Cash Payment	E 601-49400-216 Chemicals and Chem Pr	WATER DEPT CHEMICALS		\$2,920.22
Invoice	3901469	6/27/2016		
Transaction Date	6/23/2016	Citizens State Bank	10100	Total \$2,920.22
Refer	0	HAWKINS, INC		
Cash Payment	E 602-49450-216 Chemicals and Chem Pr	WWTP CHEMICALS		\$1,589.98
Invoice	3901442	6/27/2016		
Transaction Date	6/23/2016	Citizens State Bank	10100	Total \$1,589.98

Payments

Current Period: June 2016

Fund Summary

	10100 Citizens State Bank	
101 GENERAL FUND		\$27,126.54
401 GENERAL CAPITAL PROJECTS		\$2,992.80
601 WATER FUND		\$4,003.39
602 SEWER FUND		\$17,847.15
603 RV PARK		\$291.21
		<hr/>
		\$52,261.09

Pre-Written Checks	\$2,595.75
Checks to be Generated by the Computer	\$49,665.34
Total	<hr/>
	\$52,261.09

Dodge County Board of Commissioners
Committee Agenda

Government Services Building, Conference Room B
Mantorville, MN

COMMITTEE AGENDAS

JUNE 28, 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 (Tjosaaas - Alt)	Erickson & Tjosaaas (Peterson - Alt)
3:30 P.M. Action Required	4:00 P.M. Action Required
BECKY LUBAHN , Executive Assistant	
<input type="checkbox"/> 1.1 Minutes of the June 14, 2016 Committee of the Whole	A
<input type="checkbox"/> 1.2 Minutes of the June 14, 2016 Meeting	A
<input type="checkbox"/> 1.3 Minutes of the June 14, 2016 BOAE Meeting	A
3:35 P.M.	
ROSE CULBERTSON , Taxpayer Services Director	
<input type="checkbox"/> 2.1 Review Bills	A
3:40 P.M.	
LISA HAGER , Employee Relations Director	
<input type="checkbox"/> 3.1 Personnel Agenda	A
3:45 P.M.	
DEAN SCHRANDT , Water Program Manager	
<input type="checkbox"/> 4.1 Minutes of the June 8, 2016 Water Plan Public Hearing	A
	< NO ITEMS SUBMITTED THIS WEEK >
	V

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

DODGE COUNTY BOARD OF COMMISSIONERS MEETING

JUNE 28, 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	-	CONSENT AGENDA <input type="checkbox"/> No Consent Agenda Items This Week
<i>Items listed on the Consent Agenda are considered routine and non-controversial by the County Board. There will be no separate discussion of these items unless requested by a member of the County Board. If an item is removed, it will be discussed immediately following the approval of the remaining Consent Agenda items.</i>		
2.0 2.1	5:05 P.M. 15 Minutes	JENNIFER NELSON, SMIF Vice President-Development <input type="checkbox"/> Southern Minnesota Initiative Foundation Update and 2017 Funding Request
3.0 3.1	5:20 P.M. 5 Minutes	ROSE CULBERTSON, Taxpayer Services Director <input type="checkbox"/> Review and Approve Bills
4.0 4.1	5:25 P.M. 5 Minutes	PAUL KILTINEN, County Attorney <input type="checkbox"/> Legal Update
5.0 5.1	5:30 P.M. 40 Minutes	MARK GAMM, Environmental Services Director <input type="checkbox"/> Public Hearing Solid Waste General Ordinance No. 1
6.0 6.1	6:10 P.M. 30 Minutes	MARK GAMM, Environmental Services Director DUKE HARBAUGH, Facilities and Fleet Manager <input type="checkbox"/> Solar Garden Agreement – Continued Discussion
7.0	6:40 P.M. 5 Minutes	BREAK
8.0 8.1 8.2	6:45 P.M. 5 Minutes 30 Minutes	MELISSA DEVETTER, Zoning Administrator <input type="checkbox"/> Final Payment FY 12 Feedlot CWL Grant <input type="checkbox"/> New Statutory Language – Granny Pods
9.0 9.1 9.2	7:20 P.M. 5 Minutes 5 Minutes	LISA HAGER, Employee Relations Director <input type="checkbox"/> Personnel Agenda <input type="checkbox"/> A12 Pay Scale Addition to Courthouse Contract – Letter of Agreement

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

DODGE COUNTY BOARD OF COMMISSIONERS MEETING

JUNE 28, 2016 – 7:30 P.M.

10.0 10.1 10.2	7:30 P.M. 15 Minutes 20 Minutes	GARY WEIERS , David Drown Associates <input type="checkbox"/> HRIS Update <input type="checkbox"/> County Administrator Recruitment Update
11.0 11.1	8:05 P.M. 5 Minutes	RODNEY PETERSON , Public Works Committee <input type="checkbox"/> Public Works Committee Report <ul style="list-style-type: none"> • One-Year Extension to Agreement with SKB Lansing Landfill (Action)
12.0 12.1	8:10 P.M. 25 Minutes	STEVEN GRAY , Administration Committee <input type="checkbox"/> Administration Committee Report <ul style="list-style-type: none"> • Minutes of the June 14, 2016 Committee of the Whole (Action) • Minutes of the June 14, 2016 Meeting (Action) • Minutes of the June 14, 2016 BOAE Meeting (Action) • Minutes of the June 8, 2016 Water Plan Public Hearing (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
13.0	8:35 P.M.	ADJOURN

<i>Coming up in Dodge County:</i>
<i>July 4, 2015 – County office closed to observe Independence Day.</i>
<i>July 6, 2016 – Planning Commission Meeting, 7:00 P.M., Government Services Building, Mantorville, MN.</i>
<i>July 12, 2016 – County Board having lunch at Dodge County Historical Society after the County Board Meeting, Mantorville, MN.</i>
<i>July 13-17, 2016 – County Board of Commissioners Fair Booth, Dodge County Fairgrounds, Kasson, MN.</i>
<i>July 19, 2016 – Fairview Care Center Meeting, 9:00 A.M., Dodge Center, MN.</i>
<i>July 19, 2016 – Annual MNPrairie All-Member-County Boards Meeting, 6:30 P.M., Steele County Administration Center, Owatonna, MN.</i>
<i>July 20, 2016 – Dodge County EDA Meeting, 4:30 P.M., Government Services Building, Mantorville, MN.</i>
<i>July 28, 2016 - Ice Arena Committee Meeting, 5:30 P.M., Kasson City Hall, Kasson, MN.</i>
<i>Dodge County Commissioners may be in attendance at these meetings.</i>

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.	



CONNECTING & INNOVATING
SINCE 1913

June 15, 2016

Dear Mayors and Administrators,

Greetings! We hope that you are doing well and that your city and community are positioned for great success this summer.

Pursuant to the League Constitution, we are writing to let you know that the League Board of Directors voted at its May meeting to set a maximum member dues schedule increase of 3 percent for the League's 2017 fiscal year that runs from September 1, 2016 through August 31, 2017. Similar to how your city sets its preliminary levy increase, the final dues schedule can decrease but can't be higher than the maximum that is set. The actual amount of the increase will be determined by the Board when it meets on August 18 to approve the FY 2017 budget.

The increase in dues will help to make sure we can continue to deliver high quality, essential services you rely on to effectively govern and manage your city, and also to plan for and respond to your city's changing needs. Your dues dollars help to pay for:

- Our research and human resources staff who answer 5,000+ member questions a year on dozens of topics;
- Our lobbying team that represents members on scores of policy issues affecting cities at the state Capitol;
- Our training and conference specialists who design and deliver countless educational sessions at conferences, webinars, and workshops;
- Our legal, communications, and technology personnel who continuously assist members with customized consultation; and
- Our administration and finance officials who ensure we operate efficiently and manage our resources in a cost-effective manner.

Our commitment to you is to provide premier service and be recognized as the trusted, authoritative, and unified voice on issues affecting all cities. We take very seriously our responsibility to carefully manage member assets, and we thank you for your continued support of our work.

If you have any questions or comments about how we can better serve your needs, please feel free to call or email Dave Unmacht at (651) 281-1205 or dunmacht@lmc.org. You are also more than welcome to stop by for a cup of coffee or a conversation when you are in St. Paul.

Steve Nasby
League of Minnesota Cities President,
City Administrator, City of Windom

David J. Unmacht
Executive Director,
League of Minnesota Cities

**5TH STREET EAST AND STAGECOACH ROAD RECONSTRUCTION
MANTORVILLE, MINNESOTA
2016**

ADVERTISEMENT FOR BIDS

Public notice is hereby given that sealed proposals will be received by the City of Mantorville, Minnesota at the City Hall, 21 5th Street East, Mantorville, Minnesota, Until 2:00 p.m. on the 27th day of June, 2016, for furnishing materials and labor for construction of 5TH Street East and Stagecoach Road Reconstruction as described in plans and specifications thereof now on file in the office of the City Clerk. Proposals will be opened at 2:00 p.m. at the City Hall. Proposals will be acted upon by the City Council at a meeting to be held in the City Hall, beginning at 6:30 p.m., on the 27th day of June, 2016 or at such later time and place as may then be fixed.

The extent of the work involved is furnishing all labor and materials for construction of 5th Street East and Stagecoach Road Reconstruction together with related subsidiary and incidental work including:

- 1500 L.F. of 24 foot wide bituminous paved roadway
- 900 L.F. of 18 foot wide bituminous paved roadway
- 1100 C.Y. of Aggregate Base
- 2200 C.Y. of Select Granular Embankment
- 3300 C.Y. of Common Excavation

The method of construction shall be by Contract and all work is to be done in strict compliance with plans and specifications prepared by WHKS & Co., 2905 South Broadway, Rochester, Minnesota 55904 which have heretofore been approved by the City Council and are now on file for public examination in the office of the City Clerk.

Each bid must be made out on a proposal blank furnished by the City and obtained at the offices of WHKS & Co.

Each proposal shall be sealed in an envelope marked "5th Street East and Stagecoach Road Reconstruction". Each bid must be accompanied by a certified check, cashier's check or bid bond payable to the City of Mantorville, Minnesota in the amount of at least 5% of the total bid as a guarantee that the bidder will furnish the required bonds and enter into a contract within ten (10) working days, excluding Saturday, Sunday and holidays, after the award of the contract.

Bidders shall not be permitted to withdraw their bids for a period of thirty (30) days after the same are opened.

Payment for said 5th Street East and Stagecoach Road Reconstruction will be made in cash from cash on hand, from governmental grants, or from such other funds as may be legally used for such purposes. Monthly estimates will be made by the Engineer and payment will be made to the Contractor in the amount of ninety-five percent (95%) of said estimate. Final payment of money due will be made in cash within thirty days of project completion and acceptance.

The Contractor shall commence work after the Notice to Proceed is issued and shall be completed on or before November, 15th 2016.

The successful bidder will be required to furnish a Performance and Maintenance Bond and a Payment Bond, both in an amount equal to one hundred (100) percent of the Contract price. Said bonds are to be issued by a responsible surety, approved by the City Council, and which shall guarantee the faithful performance of the Contract and the terms and conditions therein contained, and shall guarantee the prompt payment of all materials and labor and protect and save harmless the City from claims and damages of any kind caused by the operations of the Contractor. Said bond shall also guarantee the maintenance of the improvements constructed for a period of two (2) years from and after its completion and acceptance by the City.

Plans and specifications governing the construction of the proposed improvements have been prepared by WHKS & Co., Engineers, Planners, and Surveyors, Rochester, Minnesota, which plans and specifications and prior proceedings of the City Council referring to and defining said proposed improvements are hereby made a part of this notice and the proposed contract by reference, and the proposed contract shall be executed in compliance therewith.

Copies of said plans and specifications are now on file in the office of the City Clerk, City Hall, Mantorville, Minnesota, for examination by bidders. Bid forms, plans and specifications are available to download for a \$20.00 charge at www.questcdn.com, please use eBidDoc 4545626. Paper copies can be obtained for a non-refunded cost of \$100.00 from WHKS & Co., 2905 South Broadway, Rochester, MN 55904.

The City Council reserves the right to reject any and all bids and to waive technicalities and irregularities.

Published upon order of the City Council of the City of Mantorville, Minnesota.

/s/ Camille Reber
City Clerk
City of Mantorville, Minnesota

RESOLUTION 2016-06

**A RESOLUTION AUTHORIZING RECERTIFICATION OF OUTSTANDING CHARGES
TO PARCEL ID# 25.100.3461 IN THE CITY OF MANTORVILLE**

WHEREAS, in 2011, the Mantorville City Council authorized the certification of an outstanding Fire Call Charge per Resolution 2011-26 to Parcel ID# 25.100.3461 in the amount of \$1,580; and

WHEREAS, in 2012, the Mantorville City Council authorized the certification of an outstanding charge for abatement of debris per Resolution 2012-04 to Parcel ID# 25.100.3461 in the amount of \$4,855; and

WHEREAS, because Parcel ID# 25.100.3461 went into a tax forfeiture proceeding and was placed on public auction by Dodge County of May 23, 2016, the aforementioned City assessments against Parcel ID# 25.100.3461 were cancelled ; and

WHEREAS, pursuant to Minnesota Statutes, Sections 415.01 and 366.011 and 366.012, the City may assess the aforementioned assessments cancelled by the tax forfeiture proceeding; and

WHEREAS, the Dodge County Notice of Public Sale of Tax-Forfeited Lands for Parcel ID# 25.100.3461 gives notice of the unpaid balance of \$6,435 in assessments and states that the municipality has the right to reassess any special assessments previously levied before forfeiture of the parcel; and

WHEREAS, the City Council feels that the new property owner benefits from the abatement of the debris charge but not the fire call charge; and

WHEREAS, the City of Mantorville's proceeds from the sale of the tax forfeited parcel is \$2,960. The amount of taxes forfeited from the property from 2011-2016 is \$2,517.53.

NOW THEREFORE BE IT RESOLVED, by the Mantorville City Council, that it will recertify \$3,145 to parcel ID # 25.100.3461 which represents a portion of the tax forfeited assessments previously placed on the property. This will be delivered to the Dodge County Auditor for collection with the property taxes.

Passed by the Mantorville City Council this 13th day of June, 2016.

Mayor Chuck Bradford

Attest:

City Clerk Treasurer, Camille C. Reber

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 lined language as follows:

§ 150.025 ACCESSORY BUILDINGS.

(A) *Permit requirements.* No accessory building shall be placed, erected or constructed on a lot where a permitted principal structure has not been constructed. No accessory building 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 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.* An accessory building, including car ports and breezeways attached to the principal 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 square feet in total area. 10% of the buildable lot area. 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 ~~1 story or 16 feet in height. the height of the principal structure on the lot.~~ (Verify the definition of height as defined in the code definitions – determine if that verbiage should be added)

(F) *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.~~ (ORD 153 § 1.9 – PASSED 03/24/2003) PENALTY, SEE § 10.99

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 ____ day of _____, 2016.

Chuck Bradford
Mayor

ATTEST:

Camille Reber, City Clerk Treasurer

CITY OF MANTORVILLE

AN ORDINANCE AMENDING SECTION 150.044 OF THE MANTORVILLE CITY ZONING CODE

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

Section 1. Section 150.044 of the Mantorville City Code is hereby amended by deleting the stricken language as follows:

§ 150.044 BED AND BREAKFASTS.

(A) *Generally.* Bed and breakfast establishments allowed as a conditional use in residential zones may be permitted by conditional use permit if the following conditions are met.

(B) *Conditions.*

- (1) The owner or operator shall reside on the property.
- (2) The establishment shall conform with State Health and Building Code requirements
- ~~(3) The only meal served to guests shall be breakfast and only guests shall be served.~~
- ~~(4) Guests shall not stay for more than 14 days within a 90 day period.~~
- (5) A minimum of 1 off-street parking space for each guest room and 2 additional off-street spaces for the residents shall be provided.
- (6) On premises advertising for any bed and breakfast facility located in any residential zone shall be limited to either 1 wall sign or 1 free standing sign not more than 2 square feet in area per sign face. The content of any such sign shall be limited to identifying not more than the name and address of the facility. No sign shall be internally illuminated.
- (7) No cooking or cooking facilities shall be allowed or provided in the guest rooms.
- (8) The facility shall have historical or architectural significance.

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, Minnesota, this ____ day of _____, 2016.

ATTEST:

Chuck Bradford
Mayor

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 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 predominate form of 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) Single-family detached and attached dwellings;
- (2) Two-family dwellings (duplex);
- (3) Conversion of single family dwelling into no more than four-unit multi-family;
- (4) Residential Programs, as identified by State Statute, with a licensed capacity of six or fewer persons;
- (5) Child Care facilities serving 12 or fewer person's;
- (6) Home Occupations
- (7) Public Recreation including Parks, playgrounds, hiking and biking trails;
- (8) Wildlife, forest and wetland preserves or management area's and game refuge areas;
- (9) Historic sites; and

(10) Accessory Buildings and uses customarily incidental to the permitted principal use when located on the same property.

(C) Conditional uses. Conditional uses shall be any use listed as a conditional use in the R-1, R-2 zone, and listed as permitted and conditional in the Commercial Zone and any use listed in the City Code and requiring 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.~~

ORD 153 § 3.7 – PASSED 03/24/2003) PENALTY, SEE § 10.99

(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.

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 ____ day of _____, 2016.

Chuck Bradford
Mayor

ATTEST:

Camille Reber, City Clerk Treasurer

CITY OF MANTORVILLE

AN ORDINANCE AMENDING SECTION 150.021 OF THE MANTORVILLE CITY CODE AND OPTING OUT OF THE REQUIREMENTS OF MINNESOTA STATUTES, SECTION 462.3593

WHEREAS, on May 12, 2016, Governor Dayton signed in to law the creation and regulation of temporary family health care dwellings, codified at Minnesota Statutes Section 462.3593, which permit and regulate temporary family health care dwellings;

WHEREAS, subdivision 9 of Minnesota Statutes Section 462.3593 allows cities to “opt out” of those regulations.

THE CITY COUNCIL OF THE CITY OF MANTORVILLE ORDAINS AS FOLLOWS;

Section 1. 150.021 of the Mantorville City Code is amended by adding the double-underlined language as follows:

(H) Pursuant to authority granted by Minnesota Statutes Section 462.3593, subdivision 9, the City of Mantorville opts-out of the requirements of Minnesota Statute 462.3593, which defines and regulates Temporary Family Health Care Dwellings.

Section 2. This Ordinance shall be effective immediately upon its passage and publication.

Passed by the City Council of the City of Mantorville this ____ day of _____, 2016.

Mayor Chuck Bradford

ATTEST:

City Clerk Treasurer, Camille C. Reber

APPLICATION/REGISTRATION FORM

DATE OF APPLICATION 6/21/16

APPLICANTS NAME Daniel John Arctor AGE
PLEASE PRINT

APPLICANTS ADDRESS 1001 22nd St NE / 508-12 Ave NE #151/16

CITY KASSON STATE Mn ZIP 55944

APPLICANTS CONTACT NUMBER

COLOR OF HAIR Gray COLOR OF EYES Hazel WEIGHT 275

IF APPLICATION IS BEING MADE FOR A TRANSIENT MERCHANT'S LICENSE, STATE THE LOCAL ADDRESS FROM WHICH SALES WILL BE MADE: (WHERE WILL YOU SET UP BUSINESS)

Park, - Riverside Park

GIVE A BRIEF DESCRIPTION OF THE NATURE OF THE BUSINESS OR GOODS TO BE SOLD

Hot Dogs Brats, Chips, Water

IF YOU ARE EMPLOYED BY ANOTHER PERSON, FIRM OR CORPORATION, GIVE THE NAME AND ADDRESS OF YOUR EMPLOYER AND ATTACH CREDENTIALS FROM YOUR EMPLOYER WHICH WILL DISCLOSE THE RELATIONSHIP BETWEEN YOU:

NAME OF EMPLOYER same

ADDRESS OF EMPLOYER

CITY STATE ZIP

FOR WHAT LENGTH OF TIME DO YOU DESIRE A LICENSE? Seasonal

IF YOU PROPOSE TO SELL GOODS, WARES OR MERCHANDISE, WHAT IS THE SOURCE OF SUPPLY OF SUCH GOODS, WARES OR MERCHANDISE: N/A

WHERE ARE SUCH GOODS, WARES OR MERCHANDISE LOCATED AT THIS TIME? N/A

IN WHAT MANNER DO YOU PROPOSE TO DELIVER SUCH GOODS, WARES OR MERCHANDISE? N/A

IF YOU PROPOSE TO SELL SERVICES TO BE PERFORMED IN THE FUTURE, WHO WILL PERFORM THESE SERVICES? N/A

WHERE ARE THESE PERSONS AT THIS TIME?

GIVE THE NAMES OF AT LEAST TWO (2) PERSONS WHO OWN PROPERTY IN DODGE COUNTY, MINNESOTA WHO WILL CERTIFY TO YOUR GOOD CHARACTER AND BUSINESS RESPONSIBILITY, OR, IN LIEU THEREOF, STATE ANY OTHER FACTS WHICH WILL ENABLE AN INVESTIGATOR TO EVALUATE YOUR CHARACTER AND BUSINESS RESPONSIBILITY:

Don Hofstad, Bruce Barland

HAVE YOU EVER BEEN CONVICTED OF ANY CRIME, EITHER A FELONY OR A MISDEMEANOR, OTHER THAN A TRAFFIC VIOLATION? YES NO

IF SO, STATE THE NATURE OF THE CRIME OF WHICH YOU WERE CONVICTED AND THE PENALTY IMPOSED: _____

STATE THE LAST CITIES, NOT TO EXCEED THREE (3), WHERE YOU CARRIED ON BUSINESS IMMEDIATELY PRECEDING THE DATE OF THIS APPLICATION AND STATE THE ADDRESSES FROM WHICH SUCH BUSINESS WAS CONDUCTED IN THOSE CITIES:

Pine Island Track Field

Kasson Hardware Hank.

STATE MAKE, MODEL, YEAR AND LICENSE NUMBER OF ALL VEHICLES USED IN CONNECTION WITH THE SALE OF GOODS, WARES OR MERCHANDISE _____

205 Jeep Cherokee

THE STATEMENTS ABOVE ARE TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. I UNDERSTAND THAT ANY COMPLAINTS RECEIVED DUE TO MY SOLICITATION COULD RESULT IN MY BEING ASKED TO LEAVE THE CITY. I FURTHER AGREE TO RESPECT ANY CITIZENS REQUEST TO NOT SOLICIT THEIR PROPERTY. THE DODGE COUNTY SHERIFFS DEPARTMENT WILL BE NOTIFIED OF MY REQUEST FOR SOLICITATION.

SIGNATURE OF APPLICANT Daniel J. Carter

SIGNATURE OF CITY OFFICIAL _____

DATE: _____

FEE DUE \$ M/A DATE PAID _____

THIS LICENSE/REGISTRATION IS FOR THE PERIOD OF _____

Policy Change Summary Declarations

Customer Number: 0111077916
Policy Number: A134287 00

Policy Period: 04/01/2016 to 04/01/2017
 at 12:01 AM Standard Time at Your Mailing Address Shown Below

Named Insured and Address:
 Dan Archer and Nancy Archer
 DBA Dan's Hot Dog Cart
 1001 22nd St NE
 Kasson, MN 55944

Agency Name and Address: 22852
 TED W SMITH INSURANCE SERV
 3228 6TH AVE NE, STE A
 ROCHESTER, MN 55906
 507-252-4640

Changes have been made to the above policy at your request or at the request of your agent. Please read them carefully.

Below find a summary of the changes to the Coverage Part impacted. All other terms, conditions, exclusions and provisions of the policy remain the same. See attached Declarations for details.

Effective Date of Change: 04/01/2016
Coverage Part and Description of Change

Coverage Part

POST CONSPICUOUSLY	MINNESOTA DEPARTMENT of HEALTH 625 Robert Street North, P.O. Box 64975 Environmental Health Division St. Paul, Minnesota 55164-0975 (651) 201-4505	NOT TRANSFERABLE AS TO PERSON OR PLACE
LICENSE NO. FBL-30365-40806	FOR THE OPERATION OF:	Fee Paid: \$245.00
License Categories: Base Fee - FBL, Food Cart License, Hospitality Fee		430
LICENSE PERIOD: April 1, 2016 THRU December 31, 2016		
ISSUED TO: Dan's HotDog Cart 1001 22nd Street NE Kasson, Minnesota 55944	ESTABLISHMENT NAME: Dan's HotDog Cart 1001 22nd Street Northeast Kasson, Minnesota 55944	
		County: Mobile Unit License Types: Food Cart Decal #: FC-164

RESOLUTION 2016-07

**A RESOLUTION APPROVING THE APPOINTMENT OF ELECTION JUDGES FOR THE
PRIMARY AND GENERAL ELECTION 2016**

WHEREAS, the City of Mantorville will be holding a State Primary Election on Tuesday, August 9, 2016 and a General Election on Tuesday, November 8, 2016; and

WHEREAS, in accordance with Minnesota Statute 204B.21, Subd. 2 the City Council of the City of Mantorville shall appoint Election Judges for the State Primary Election on Tuesday, August 9, 2016 and the General Election on Tuesday, November 8, 2016.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Mantorville to appoint the following persons to serve as Election Judge and Head Election Judge:

Cami Reber – Primary and General – Backup Head Judge
Patti Chilson – Primary and General – Backup Head Judge
Gary Reihl – Head Election Judge for Primary and General
Sue Alberts – for Primary and General
Thomas Hallstrom – for Primary and General
Sandy Gilbertson – for Primary only
Jamie Jencks – Primary and General

Passed by the Mantorville City Council this 27th day of June, 2016.

Mayor Chuck Bradford

Attest: Camille C. Reber, City Clerk Treasurer