

MANTORVILLE CITY COUNCIL MEETING AGENDA
MONDAY, SEPTEMBER 28, 2015
6:30 PM

1. Call to Order
2. Pledge of Allegiance
3. Additions/Deletions to Agenda
4. Consent Agenda
 - a) City Council Meeting Minute's September 14, 2015 and September 21, 2015
 - b) Warrant List September 28, 2015
 - c) Dodge County Planning Public Hearing Notice
 - d) 2016 PERA Rate Increase Aid Notice
 - e) Notice of CEDA Regional Marketing Discussion Meeting
5. Public Concerns
6. Public Hearing - none
7. Old Business/New Business
 - a) Review Applications and Appointment of Council Seat Opening
 - b) RESOLUTION 2015-18 A RESOLUTION AUTHORIZING THE CERTIFICATION OF UNPAID CHARGES TO THE DODGE COUNTY AUDITOR
 - c) RESOLUTION 2015-19 A RESOLUTION AMENDING THE TIME LIMIT FOR THE COMPLETION OF AN ACCESSORY STRUCTURE AND THE COMMENCEMENT OF BUSINESS OPERATIONS
 - d) RESOLUTION 2015-20 A RESOLUTION REQUESTING CROSSWALKS ON HIGHWAY 57
 - e) RESOLUTION 2015-21 A RESOLUTION SETTING THE PUBLIC HEARING DATE FOR THE ASSESSMENT OF AN OUTSTANDING AMOUNT DUE THE CITY
 - f) 2016 Street Projects Review
 - g) WWTP Update
8. TBD
 - a) Public Works Report
 - b) City Clerk Report
 - c) Consultant Report
 - d) Committee Report
 - Chamber, EDA, Finance/Budget, Fire Department, Infrastructure, KM Joint Powers, MRA, Park Board, Personnel, Relief, Township*
 - e) Council Member Report
 - f) Mayor Report
9. Executive Session - none
10. Adjourn

MANTORVILLE CITY COUNCIL MEETING MINUTES
MONDAY, SEPTEMBER 14, 2015
6:30 PM

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

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

Others Present: Ann Torkelson, Karen Steele, JJ Williams, Jone and Dan Trapp, Kevin Dohrman, Andy Buckwalter, Larry Meeker, Scott Prins – DCSO, Ryan Pacheco – DCSO, Gretta Becay and Cami Reber.

2. **Pledge of Allegiance** - Done

3. **Additions/Deletions to Agenda**

- Pull 4g.) out of Consent agenda for discussion
- Pull 7d)

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

- a) City Council Meeting Minute's August 24, 2015
- b) Warrant List August 25, 2015 & September 14, 2015
- c) Dodge County Board of Commissioners Special Meeting Agenda
- d) Park Board Meeting Minutes August 25, 2015
- e) Dodge County Planning Notice on Land Use Proposal
- f) Notice of Clean Water Revolving Loan PPL & IUP Placement
- g) Correspondence to Council Members re: Noise and Excavations

Motion passed unanimously.

5. **Public Concerns** - none

6. **Public Hearing** - none

7. **Old Business/New Business**

- a) **Tabled - Request for Variance Time Extension**

Motion made by Member Blair, second by Member Hofstad to pull from the table the request for the Variance time extension from the previous meeting. Motion passed unanimously.

Ann Torkelson handed out updated correspondence for the request for the time extension. They are requesting the Council to consider an extension of the time requirement for the variance and conditional use permit that was passed last fall; 2014-21 and 2014-22; both of which had an expiration date. Extension is being requested as a result of the recent lawsuit in which both the City and the Torkelson's that was found in favor of the City and themselves.

Mayor Blair feels it is pretty reasonable and outside of their hands. The purpose of it was not to have the accessory structure built a long time ahead of the primary structure. The extension doesn't change that goal or cause any harm. Mayor Bradford asked Council Members if they have any comments on the additional correspondence that was pulled off the consent agenda submitted by the neighbors; in the larger picture of considering the request, are there any comments or modified observations on the original request. Member Blair feels they are separate issues, predominantly, as to noise ordinance issues and doesn't know how they are directly related to the requirements/restrictions of the original agreement. Member Roth noted that construction is noisy and she doesn't know how we can restrict that. Member Hofstad noted that it is all part of the development. Motion made by

Member Blair, second by Member Roth to extend the requirement for the Certificate of Occupancy for the allowing of the accessory structure started and built by one year to November 1, 2016. Motion passed unanimously.

The Mayor asked for any input on the additional correspondence submitted by the residents; noise and excavations. Member Blair noted items in the ordinance as submitted; construction noise is a temporary thing and doesn't feel it is unreasonable and unusual. Doesn't feel the excavations section of the ordinance applies to this; that deals with extraction of minerals, sand and mining and such which doesn't apply here and there isn't an open pit or mine here. Mayor Bradford noted that he has spoken to Ms. Torkelson about the concerns brought up. She indicated that they had been trying to be considerate and there were a few occasions that they went a little bit longer. Our ordinance is pretty clear and there are hours specified. He feels the construction activity falls within what is written. Member Roth agreed. No further discussion.

b) Township Fire Contracts Renewal 2016 (7:00 pm)

Andy Buckwalter and Kevin Dohrmann approached the council on the Fire Contracts renewal for 2016 and beyond. JJ spoke that he doesn't expect any major changes in the FD needs in the near future. The proposal that the township handed out shows a \$1 per parcel increase each year through 2020 yet keeping 2016 the same as 2015. The City proposed a \$2 per address increase through 2019. Mantorville Township did not raise their levy this year.

Members discussed. Member Blair suggested meeting someplace in the middle. The further we go out, the more we should insulate for the inflation; that's the catch in there. He suggested doing a \$1.50 increase starting in 2017. Motion made by Member Hofstad, second by Member Blair to approve Fire Contract fees at \$82.00 per address for 2016 and starting in 2017, increase by \$1.50 until we get to \$88.00 per address in 2020. Motion passed unanimously. Cami will send out the contracts to all townships that this will affect.

c) Request for Fire Department Applicant Approval – JJ Williams, Chief

JJ is making the recommendation to the Council for the approval of two new Fire department members. No concerns and there shouldn't be any issues with the background check. This will bring the total members up to 25. Motion made by Member Hofstad, second by Member Roth to approve Christopher Ebnet and Paul Bell to the Mantorville Fire Department. Motion passed unanimously.

d) Mantor Drive Project Septic Compliance Inspection – Request to continue Deferment – pulled

e) Resolution 2015 -15 A RESOLUTION DECLARING THAT A VACANCY EXISTS ON THE MANTORVILLE CITY COUNCIL

Motion made by Member Blair, second by Member Hofstad to approve Resolution 2015-15, A RESOLUTION DECLARING THAT A VACANCY EXISTS ON THE MANTORVILLE CITY COUNCIL. Motion passed unanimously. Mayor Bradford commented on a personal note, wants everyone to know that we really appreciate Council Member Swanson's efforts and passion for the City and everything he did. Not only with Council but with EDA. Outside of the City duties he did a lot for other events, tractor pull, farmers market etc.

f) Approval of Part 1 of the Wellhead Protection Plan

Motion made by Member Blair, second by Member Roth to approve Part 1 of the Wellhead Protection Plan for the City of Mantorville. Motion passed unanimously.

g) 2016 Budget – Preliminary Levy – Resolution 2015-16 A RESOLUTION ADOPTING THE PROPOSED PROPERTY TAX LEVY COLLECTIBLE IN THE YEAR 2016

Motion made by Member Blair, second by Member Roth to approve Resolution 2015-16, A RESOLUTION ADOPTING THE PROPOSED PROPERTY TAX LEVY COLLECTIBLE IN THE YEAR 2016 - \$435,686. This does represent a 3% increase and we are able to go down but not go higher. The Finance committee did go through this, and this is their recommendation. Motion passed unanimously.

8. TBD

a) **Public Works Report** – none

b) **City Clerk Report** – Cami gave the following updates: ZWP public meeting is set for Tuesday, October 13 at 7 pm in the Council Chambers; a request for installation of crosswalks at the government center; and she asked direction the Council wants to take on filling the open council seat. Council will advertise and accept applications until Friday, September 25 and make the appointment at the next City Council meeting.

c) **Consultant Report** – none

d) **Committee Report**

- Chamber – Member Hofstad gave a Chamber report.
- Fire Department – Chief JJ Williams reported on the Fire Dept./Marigold Days activities.

e) **Council Member Report**

- Member Hofstad – gave a nice tribute to Don Swanson.
- Member Blair – asked staff to look at the no parking sign by the fence in front of the Hubbell that is illegible for replacement.
- Member Roth – helped out with the steak supper at the VFW during Marigold Days and noted the attendance numbers were down.

f) **Mayor Report** – Mayor Bradford feels the Marigold Days event was a good success and commented on various activities. He also noted he is very happy with the way the siding project on the Fire Hall and City turned out.

9. Executive Session - none

10. Adjourn – Motion made by Member Hofstad, second by Member Blair to adjourn the meeting at 7:35 pm. Motion passed unanimously.

**MANTORVILLE CITY COUNCIL SPECIAL MEETING MINUTES
MONDAY, SEPTEMBER 21, 2015
5:30 PM**

1. **Call to Order** – Mayor Bradford called the meeting to order at 5:30 pm.

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

Others Present: City Engineer Tim Hruska, and Cami Reber.

2. **Old Business/New Business**

- a) **Resolution 2015-17 A RESOLUTION ADOPTING THE FACILITIES PLAN FOR THE MANTORVILLE WWTF**

Tim updated the Council on the facility plan. Motion made by Member Blair, second by Member Roth to approve Resolution 2015-17 A RESOLUTION ADOPTING THE FACILITIES PLAN FOR THE MANTORVILLE WWTF. Motion passed unanimously.

3. **Adjourn** – Motion made by Member Hofstad, second by Member Blair to adjourn the meeting at 5:30 pm. Motion passed unanimously.

***Check Summary Register©**

September 2015

Name	Check Date	Check Amt	
10100 Citizens State Bank			
UnPaid	BERRYMAN EQUIPMENT COMP	\$143.12	BLOWER PARTS FOR THE WWTP
UnPaid	BRIGHT IDEAS	\$645.50	18 W LIGHTING FOR CITY HALL
UnPaid	BUSINESS FORMS AND ACCOU	\$194.66	UB POST CARDS
UnPaid	CNH CAPITAL	\$33.99	OIL SENDING UNIT FOR THE KUBOTA
UnPaid	DELTA DENTAL OF MN	\$179.05	EMPLOYEE DENTAL
UnPaid	HAWKINS, INC	\$1,602.48	WWTP CHEMICALS
UnPaid	HOVDEN, ADAM	\$42.00	REIMBURSEMENT FOR CAMPGROUND
UnPaid	KENNEDY & GRAVEN, CHARTER	\$2,611.00	JUNE LEGAL FEES
UnPaid	LEAGUE OF MINNESOTA CITIES	\$1,399.00	LEAGUE OF MN CITIES DUE
UnPaid	LETH SEWER SVC	\$300.00	PUMPED STORM SEWER CATCH BASIN ON
UnPaid	MEDICO LIFE & HEALTH INSURA	\$83.78	EMPLOYER PAID LIFE INSURANCE
UnPaid	OFFICE DEPOT	\$28.73	CALCULATOR INK
UnPaid	ON SITE SANITATION	\$240.00	PORT A POTTY @ DENNISON
UnPaid	LAKER CHEMICAL INC. DBA	\$989.00	MEGA BUGS
UnPaid	THE PRINTERS	\$1,020.29	1,000 BROCHURES PRINTED FOR THE EDA
UnPaid	VERIZON WIRELESS	\$36.32	DAVES CELL PHONE
UnPaid	WHKS & COMPANY	\$2,245.96	CITY COUNCIL MEETINGS
UnPaid	XCEL ENERGY	\$6,148.70	STREET LIGHTS NON METERED
	Total Checks	\$17,943.58	

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Payments

Current Period: September 2015

Batch Name	WAR 09 28 15	User Dollar Amt	\$22,956.44			
	Payments	Computer Dollar Amt	\$22,956.44			
				\$0.00	In Balance	
Refer	0 BRIGHT IDEAS					
Cash Payment	E 401-41000-570 Capital Outlay	18 W LIGHTING FOR CITY HALL				\$645.50
Invoice	28251 9/28/2015					
Transaction Date	9/18/2015	Citizens State Bank	10100	Total		\$645.50
Refer	0 HAWKINS, INC					
Cash Payment	E 602-49450-216 Chemicals and Chem Pr	WWTP CHEMICALS				\$1,602.48
Invoice	3776502 9/28/2015					
Transaction Date	9/18/2015	Citizens State Bank	10100	Total		\$1,602.48
Refer	0 KENNEDY & GRAVEN, CHARTERE					
Cash Payment	E 101-41600-304 Legal Fees	JUNE LEGAL FEES				\$1,841.00
Invoice	JUNE 2015 9/28/2015					
Transaction Date	9/18/2015	Citizens State Bank	10100	Total		\$1,841.00
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	SEPT 2015 9/28/2015					
Transaction Date	9/18/2015	Citizens State Bank	10100	Total		\$300.00
Refer	0 LEAGUE OF MINNESOTA CITIES					
Cash Payment	E 101-41110-433 Dues and Memberships	LEAGUE OF MN CITIES DUE				\$821.40
Invoice	220860 9/28/2015					
Cash Payment	E 601-49400-433 Dues and Memberships	LEAGUE OF MN CITIES DUE				\$273.80
Invoice	220860 9/28/2015					
Cash Payment	E 602-49450-433 Dues and Memberships	LEAGUE OF MN CITIES DUE				\$273.80
Invoice	220860 9/28/2015					
Transaction Date	9/18/2015	Citizens State Bank	10100	Total		\$1,369.00
Refer	0 LEAGUE OF MINNESOTA CITIES					
Cash Payment	E 101-41110-433 Dues and Memberships	MN MAYORS ASSOCIATION MEMBERSHIP DUES				\$30.00
Invoice	SEPT 2015 9/28/2015					
Transaction Date	9/18/2015	Citizens State Bank	10100	Total		\$30.00
Refer	0 MEDICO					
Cash Payment	G 101-21711 Life Insurance Payable	EMPLOYER PAID LIFE INSURANCE				\$83.78
Invoice	SEPT 2015 9/28/2015					
Transaction Date	9/18/2015	Citizens State Bank	10100	Total		\$83.78
Refer	0 MN PERA					
Cash Payment	G 101-21704 PERA	EMPLOYEE RETIREMENT				\$739.74
Invoice	2015 PR 20 9/28/2015					
Transaction Date	9/18/2015	Citizens State Bank	10100	Total		\$739.74
Refer	0 ON SITE SANITATION					
Cash Payment	E 101-45200-410 Rentals	PORT A POTTY @ DENNISON				\$65.00
Invoice	102024 9/28/2015					
Cash Payment	E 101-41940-384 Refuse/Garbage Dispos	PORT A POTTY @ SLINGERLAND				\$110.00
Invoice	102025 9/28/2015					
Cash Payment	E 603-45183-410 Rentals	PORT A POTTY @ RV PARK				\$65.00
Invoice	102026 9/28/2015					

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Payments

Current Period: September 2015

Transaction Date	9/18/2015	Citizens State Bank	10100	Total	\$240.00
Refer	0 THE PRINTERS				
Cash Payment	E 101-46500-437 Other Miscellaneous	1,000 BROCHURES PRINTED FOR THE EDA			\$1,020.29
Invoice	49889 9/28/2015				
Transaction Date	9/18/2015	Citizens State Bank	10100	Total	\$1,020.29
Refer	0 TEAM LAB CHEMICAL CORP.				
Cash Payment	E 602-49450-216 Chemicals and Chem Pr	MEGA BUGS			\$737.00
Invoice	103308 9/28/2015				
Cash Payment	E 101-45200-401 Repairs/Maint Buildings	WEED KILLER			\$252.00
Invoice	103308 9/28/2015				
Transaction Date	9/18/2015	Citizens State Bank	10100	Total	\$989.00
Refer	0 VERIZON WIRELESS				
Cash Payment	E 602-49450-321 Communications Phone/	DAVES CELL PHONE			\$36.32
Invoice	9751923963 9/28/2015				
Transaction Date	9/18/2015	Citizens State Bank	10100	Total	\$36.32
Refer	0 HOVDEN, ADAM				
Cash Payment	E 603-45183-440 Refunds and Reimburse	REIMBURSEMENT FOR CAMPGROUND			\$42.00
Invoice	SEPT 2015 9/28/2015				
Transaction Date	9/18/2015	Citizens State Bank	10100	Total	\$42.00
Refer	0 BERRYMAN EQUIPMENT COMPAN				
Cash Payment	E 602-49450-200 Supplies	BLOWER PARTS FOR THE WWTP			\$143.12
Invoice	15-0902 9/28/2015				
Transaction Date	9/21/2015	Citizens State Bank	10100	Total	\$143.12
Refer	0 DELTA DENTAL				
Cash Payment	G 101-21708 Dental Insurance	EMPLOYEE DENTAL			\$179.05
Invoice	6180337 9/28/2015				
Transaction Date	9/21/2015	Citizens State Bank	10100	Total	\$179.05
Refer	0 CNH CAPITAL				
Cash Payment	E 101-45200-404 Repairs/Maint Machinery	OIL SENDING UNIT FOR THE KUBOTA			\$33.99
Invoice	P05039 9/28/2015				
Transaction Date	9/21/2015	Citizens State Bank	10100	Total	\$33.99
Refer	0 WHKS & COMPANY				
Cash Payment	E 101-41950-303 Engineering Fees	CITY COUNCIL MEETINGS			\$512.00
Invoice	34065 9/28/2015				
Cash Payment	E 602-49450-303 Engineering Fees	MPCA KASSON CONNECTION PERMIT			\$1,088.96
Invoice	34065 9/28/2015				
Cash Payment	E 101-41950-303 Engineering Fees	5TH STREET REVIEW			\$576.00
Invoice	34065 9/28/2015				
Cash Payment	E 101-41950-303 Engineering Fees	MILEAGE			\$69.00
Invoice	34065 9/28/2015				
Transaction Date	9/21/2015	Citizens State Bank	10100	Total	\$2,245.96
Refer	0 BUSINESS FORMS AND ACCOUNT				
Cash Payment	E 601-49400-200 Supplies	UB POST CARDS			\$97.33
Invoice	050314 9/28/2015				
Cash Payment	E 602-49450-200 Supplies	UB POST CARDS			\$97.33
Invoice	050314 9/28/2015				
Transaction Date	9/21/2015	Citizens State Bank	10100	Total	\$194.66

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Payments

Current Period: September 2015

Refer	0 OFFICE DEPOT				
Cash Payment	E 101-41500-200 Supplies	CALCULATOR INK			\$5.95
Invoice	792968615001 9/28/2015				
Cash Payment	E 101-43100-200 Supplies	DRY ERASE BOARD			\$22.78
Invoice	792968615001 9/28/2015				
Transaction Date	9/21/2015	Citizens State Bank 10100		Total	\$28.73
Refer	0 INTERNAL REVENUE SERVICE	Ck# 004944 9/28/2015			
Cash Payment	G 101-21701 Federal Withholding	FEDERAL TAX W/H			\$1,055.00
Invoice	Q3/2015 9/28/2015				
Cash Payment	G 101-21709 Medicare	MEDICARE TAX W/H			\$358.18
Invoice	Q3/2015 9/28/2015				
Cash Payment	G 101-21703 FICA Tax Withholding	SS TAX W/H			\$1,531.46
Invoice	Q3/2015 9/28/2015				
Transaction Date	9/22/2015	Citizens State Bank 10100		Total	\$2,944.64
Refer	0 MN PERA	Ck# 004943 9/28/2015			
Cash Payment	G 101-21704 PERA	EMPLOYEE RETIREMENT			\$855.28
Invoice	2015 PR19 9/28/2015				
Transaction Date	9/22/2015	Citizens State Bank 10100		Total	\$855.28
Refer	0 MN DEPARTMENT OF REVENUE	Ck# 004945 9/28/2015			
Cash Payment	G 101-21702 State Withholding	SEPT STATE TAX WH			\$473.20
Invoice	SEPT 2015 9/28/2015				
Transaction Date	9/22/2015	Citizens State Bank 10100		Total	\$473.20
Refer	0 XCEL ENERGY				
Cash Payment	E 101-43160-381 Electric Utilities	STREET LIGHTS NON METERED			\$1,740.44
Invoice	472143882 9/28/2015				
Cash Payment	E 101-43160-381 Electric Utilities	BRIDGE LIGHTS			\$74.95
Invoice	472143882 9/28/2015				
Cash Payment	E 101-43160-381 Electric Utilities	130 ST.HWY 57 S.CITY SIGN			\$25.58
Invoice	472143882 9/28/2015				
Cash Payment	E 101-43160-381 Electric Utilities	60003 ST.HWY 57 N CITY SIGN			\$17.53
Invoice	472143882 9/28/2015				
Cash Payment	E 101-42200-380 Utility Services	FH/CH/PUMP			\$397.35
Invoice	472143882 9/28/2015				
Cash Payment	E 101-43160-381 Electric Utilities	410 CLAY			\$42.67
Invoice	472143882 9/28/2015				
Cash Payment	E 101-41940-380 Utility Services	MANTOR FIELD			\$54.72
Invoice	472143882 9/28/2015				
Cash Payment	E 101-41940-380 Utility Services	340 CLAY RIVERSIDE			\$129.67
Invoice	472143882 9/28/2015				
Cash Payment	E 101-41940-380 Utility Services	342 MAIN ST RIVERSIDE			\$37.88
Invoice	472143882 9/28/2015				
Cash Payment	E 101-41940-380 Utility Services	GOLFVIEW DENNISON FIELD			\$16.05
Invoice	472143882 9/28/2015				
Cash Payment	E 101-41940-380 Utility Services	EAST ST. CITY SHOP			\$85.03
Invoice	472143882 9/28/2015				
Cash Payment	E 602-49450-380 Utility Services	121 BLANCH WWTF			\$1,883.66
Invoice	472143882 9/28/2015				
Cash Payment	E 601-49400-380 Utility Services	841 BLANCH WELL			\$1,012.22
Invoice	472143882 9/28/2015				

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Current Period: September 2015

Cash Payment	E 601-49400-380 Utility Services	WATER TOWER		\$56.12
Invoice	472143882 9/28/2015			
Cash Payment	E 603-45183-381 Electric Utilities	CAMPGROUND		\$445.30
Invoice	472143882 9/28/2015			
Cash Payment	E 101-41940-380 Utility Services	BLANCH ST. SHOP		\$36.51
Invoice	472143882 9/28/2015			
Cash Payment	E 602-49450-380 Utility Services	JEFFERSON LIFT STATION		\$28.97
Invoice	472143882 9/28/2015			
Cash Payment	E 101-42200-380 Utility Services	21 5TH ST A -SIREN		\$5.99
Invoice	472143882 9/28/2015			
Cash Payment	E 101-43160-381 Electric Utilities	121 BLANCH - AUTO PROTECT LIGHT		\$8.52
Invoice	472143882 9/28/2015			
Cash Payment	E 101-42200-380 Utility Services	701 CHESTNUT - SIREN		\$6.12
Invoice	472143882 9/28/2015			
Cash Payment	E 101-41940-380 Utility Services	15 4TH STREET WEST - RIVERSIDE		\$43.42
Invoice	472143882 9/28/2015			
Transaction Date	9/23/2015	Citizens State Bank	10100	Total \$6,148.70
Refer	0 KENNEDY & GRAVEN, CHARTERE			
Cash Payment	E 101-41600-304 Legal Fees	JULY LEGAL FEES		\$770.00
Invoice	JULY 2015 9/28/2015			
Transaction Date	9/24/2015	Citizens State Bank	10100	Total \$770.00

Fund Summary

	10100 Citizens State Bank
101 GENERAL FUND	\$14,127.53
401 GENERAL CAPITAL PROJECTS	\$645.50
601 WATER FUND	\$1,439.47
602 SEWER FUND	\$5,891.64
603 RV PARK	\$552.30
604 STORM SEWER FUND	\$300.00
	<u>\$22,956.44</u>

Pre-Written Checks	\$5,012.86
Checks to be Generated by the Computer	\$17,943.58
Total	\$22,956.44

**DODGE COUNTY
PLANNING COMMISSION
PUBLIC HEARING NOTICE**

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

The public hearing is to consider an application for an Interim Use Permit to establish a dwelling on less than 53 acres in the Agricultural District. The parcel is 23 acres located in the SW $\frac{1}{4}$ of the NW $\frac{1}{4}$ of Section 18, Mantorville Township. David Gibbs is the applicant and the property owners.

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

MINNESOTA • REVENUE

Sent by: Property Tax Division (KS)

August 27, 2015

MANTORVILLE CITY OF – TREASURER
CITY HALL
PO BOX 188
MANTORVILLE, MN 55955

2016 PERA Rate Increase Aid Notice

Total Calendar Year 2016 PERA Aid:	\$ 1,041.00
July 20, 2016, PERA Aid Payment:	\$ 520.50
December 26, 2016, PERA Aid Payment:	\$ 520.50

The amounts listed above are the 2016 PERA Aid payments that your jurisdiction will receive in calendar year 2016. This aid is intended to offset the increase to PERA employer contribution rates made in 1997.

For many jurisdictions, the PERA Aid payment will be a combined payment for several entities within the jurisdiction that have separate unit numbers with the Public Employees Retirement Association (PERA).

Information is provided below for each of the entities that will be included in the July 20, 2016, and December 26, 2016, PERA Aid payments. Please distribute each of the two PERA Aid payments as follows:

Unit # 608900	Unit #	Unit #
MANTORVILLE CITY		
\$ 520.50		
Unit #	Unit #	Unit #

Please retain this certification for future reference. Please contact me if you have any questions regarding this letter.

Sincerely,

Kristie Strum
State Program Administrator, Senior
kristie.strum@state.mn.us
651-556-6074



1500 South Hwy 52
PO Box 483
Chatfield, MN 55923

507.867.3164
www.cedausa.com

September 15, 2015

Greetings!

You are cordially invited to join us for a dialogue on marketing southeastern Minnesota as a region at one of three regional meetings held October 5-7, held in Harmony, Lake City, and Dodge Center.

You may have participated in the Southern Minnesota Initiative Foundation's (SMIF) community growth initiative project at Treasure Island last fall which discussed many opportunities surrounding Destination Medical Center and Journey 2 Growth. Community and Economic Development Associates (CEDA) received one of the grants awarded by SMIF to bring together stakeholders in our region to share actionable ideas in order to develop a cohesive marketing strategy that can leverage the opportunities DMC and J2G will bring.

CEDA has had the privilege of working with communities such as yours and we see important opportunities on the horizon if we work together as a region. This project's goal is to facilitate a conversation between stakeholders on our region's best marketing practices and priorities...how do we best tell our story? We want to develop a better platform for reaching potential visitors to the region as well as attracting permanent residents and future employees.

We hope you will join us and add your voice to this discussion!

Please see our enclosed flyer for more detailed information and please forward this invitation; these meetings are free and open to the public. Should you have any questions or wish to discuss the project, please feel free to contact me by email: chris.giesen@cedausa.com.

Thank you for your participation in this important project.

Sincerely,

A handwritten signature in black ink, appearing to read 'Chris Giesen', written in a cursive style.

Chris Giesen
Vice President

REGIONAL MARKETING DISCUSSION

We Want your Input!

With initiatives like DMC and Journey 2 Growth now underway, projections of 7 million annual visitors and estimates of 35,000+ new jobs are being made. In leisure and hospitality alone there are currently over \$835 million related gross sales in southeast Minnesota, supporting over 18,000 jobs. How do we leverage these opportunities?

Many businesses and cities are thinking about how to best market themselves to attract new residents, businesses, or simply tell their story. *But with all of this activity, how do we best take advantage as a region and avoid becoming white noise?*

You are Invited to Help Answer this Question!

About the project:

Q: What will this meeting accomplish?

A: Bring together stakeholders from our region and have a conversation on our best marketing practices and priorities to leverage regional opportunities.

Q: How can you help?

A: Attend one of the regional meetings! You can add your voice and be a part of the plan to move forward and seize this opportunity.

Q: What happens next? What outcome can I expect??

A: The regional meetings are meant as an introduction to the project and input gathering/listening session. Attend the one most convenient for you and get ready to share your ideas on how southeast Minnesota can better collaborate for the benefit of tourism and community growth, especially in light of DMC & J2G!

After the first three regional meetings, those interested in tailoring the message further will come together over the course of 3-4 additional meetings in order to develop actionable steps, furthering a collaborative regional effort.

Please RSVP by October 1 for one of the 3 meetings listed above to:

chris.giesen@cedausa.com

This project is a joint effort and possible by funding provided by the Southern Minnesota Initiative Foundation and Community and Economic Development Associates. Both SMIF & CEDA are 501 (c) (3) non-profit organizations. These meetings are facilitated by CEDA.



www.cedausa.com



www.smifoundation.org

3 Meeting Locations for Convenience

Monday, Oct. 5 6:30—8:30 PM
*Harmony Community Center
225 3rd Ave SW, Harmony*

Tuesday, Oct. 6 6:30—8:30 PM
*Lake City Community Ballroom
205 West Center Street, Lake City*

Wednesday, Oct. 7 6:30—8:30 PM
*Dodge Center Community Center
35 East Main Street, Dodge Center*

City of Mantorville
Council/Committee Appointment Application Form

Date 9-24-2015

General Information

Name Lambert William B.

Address 401 clay St, Mantorville, MN 55955

Phone Numbers: Home _____ Work _____

Cell _____

Email Address: _____

Council/Committees

If you wish to be considered for more than one committee or function, please number in order of preference.

- City Council
- Election Judge
- Park Board
- Party Affiliation (If applying for Election Judge)
- Economic Development Authority

Special Interest

As the Council prioritizes its goals, it may create additional/new committees or task forces from time to time. If you have other specific areas or topics of interest, please indicate those interests and we will retain your application for future openings in those areas as new committees are created.

Other Interests community well-ness, gardening, Reading & support for community library

Personal Information

List your work experience. 41 years as clinical Physical Therapist and dept. Manager; 12 years Anytime fitness Personal Trainer & member resource.

List any Civic, Professional and Community Activity involvement.

Member Mantorville Park Board
Long time member MRA & organizer for Mantorville Days,
Old T. me Days, Soap-sopah Days
BOD Friends of the Kedon Public Lib & Member KPL Capital Campaign
Committee

Why do you want to be a City Council Member or on a committee, commission, task force or election judge?

To help identify, support and meet the needs of our community. To support maintaining the integrity of our historic district while being sensitive to residents and businesses. There in. - learn more @

What skills, strengths, or abilities do you believe you will add to the group?

ability to work well in a team environment.
" To carry out tasks effectively as assigned
willingness to look at community needs as a whole

List any additional comments. I have had injuries which make mobility challenging but not an insurmountable issue. My main goal is to support Mantorville & the K-M area as I strongly feel we need to continue working together where possible.

Please return this form to:

Cami Reber, City Clerk-Treasurer
City of Mantorville
21 5th ST E, PO Box 188
Mantorville MN 55955
Phone: 507-635-5170 Fax: 507-635-5300
cityofmant@kmtel.com

City of Mantorville
Council/Committee Appointment Application Form

Date 9/15/15

General Information

Name Christensen Ryan S
Last First MI

Address 912 West St. Mantorville, MN 55955
Street City State Zip

Phone Numbers: Home _____ Work _____
Cell _____

Email Address: _____

Council/Committees

If you wish to be considered for more than one committee or function, please number in order of preference.

- City Council _____ Election Judge
_____ Park Board _____ Party Affiliation (if applying for Election Judge)
_____ Economic Development Authority

Special Interest

As the Council prioritizes its goals, it may create additional/new committees or task forces from time to time. If you have other specific areas or topics of interest, please indicate those interests and we will retain your application for future openings in those areas as new committees are created.

Other Interests

Infrastructure, Events (i.e. Marigold Days), Community Events and Activities

Personal Information

List your work experience. 2010-Present: KRM Elementary Teacher 3rd Grade
2010-2015 - Girls JH Soccer Coach 2011-2013 - Girls JV Hockey Coach
2008-2010 - Graduate Assistant @ Winona State University - Rochester
2006-2008 - Menards - Receiving Department 2003-2008 - YMCA Rochester
Kids Care / Day Camp

List any Civic, Professional and Community Activity involvement.

Attended City Council Meetings, Volunteered to walk in parades, Teach in the community, work w/ at risk students during the summer, attend various fund-raising events (i.e. pancake breakfasts).

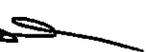
Why do you want to be a City Council Member or on a committee, commission, task force or election judge?

I would like to work on the city council to have a positive impact on my community. We have a strong, small community that deserves someone passionate and committed to our future. I feel like I would be the right person for this position.

What skills, strengths, or abilities do you believe you will add to the group?

I am a team player, critical thinker, and a great listener. My teaching philosophy is to "Leave a Legacy" and I want to help build our great "little city" and leave a positive legacy on Mantorville.

List any additional comments. Thank you for considering my application for City Council. If you have any questions please contact me, I look forward to hearing from you.

Thank you,
Ryan 

Please return this form to:

Cami Reber, City Clerk-Treasurer
City of Mantorville
21 5th ST E, PO Box 188
Mantorville MN 55955
Phone: 507-635-5170 Fax: 507-635-5300
cityofmant@kmtel.com

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

WHEREAS, Chapter 50.06 of the Mantorville City Code establishes the process for collecting unpaid Storm Sewer charges. Chapter 96 of the Mantorville City Code establishes the process for collecting unpaid Fire Call Fees. Chapter 50.03 of the Mantorville City Code establishes the process for collecting unpaid Water and Sewer bills; and

WHEREAS, pursuant to proper notice duly given and a chance to appeal, the following list attached, known as Exhibit A, encompasses those unpaid charges.

THEREFORE BE IT RESOLVED, by the City Council of the City of Mantorville, County of Dodge, State of Minnesota that the unpaid charges, attached as exhibit A, shall constitute a special assessment against the lands as listed and shall be certified to the Dodge County Auditor for collection with property taxes.

Passed by the Mantorville City Council this 28th day of September, 2015.

The City Clerk is instructed to transmit a copy of the assessments to Dodge County to be extended on the property tax lists of the County. Such assessments shall be collected and paid in the same manner as other municipal taxes.

Mayor Chuck Bradford

Attest: Camille C. Reber
City Clerk Treasurer

EXHIBIT A - PROPERTIES TO BE CERTIFIED

<u>NAME</u>	<u>PUD#</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
STORM WATER FEES OUTSTANDING			
	25.020.0900	31 County Rd. 21	\$63.00
	25.176.1020	16 Riverview Road	\$63.00
	25.225.0040	521 Cemetery Road	\$84.00
	25.225.0180	623 Golfview Ct	\$84.00
	25.576.0120	41 Leprechaun Ln	\$63.00
WATER SEWER BILLS OUTSTANDING			
	25.426.2100	601 Monroe St.	\$190.31
FIRE CALL FEES			
	25.426.2100	601 Monroe St.	\$500.00
	25.951.0004	600 Washington St. #4	\$250.00

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

WHEREAS, on October 13, 2014, the Mantorville City Council approved RESOLUTION 2014-21 A RESOLUTION GRANTING A VARIANCE FOR THE PROPERTY LOCATED AT 720 COUNTY ROAD 12 and RESOLUTION 2014-22 A RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO OPERATE A HOME BUSINESS IN AN ACCESSORY STRUCTURE LOCATED AT 720 COUNTY ROAD 12; and

WHEREAS, Resolution 2014-21 (7), states "This variance shall be rendered null and void if the Applicants fail to construct the structure on the Property and obtain a certificate of occupancy for it by November 1, 2015; and

WHEREAS, Resolution 2014-22 (15), states, "This CUP shall be rendered null and void if the Applicants fail to commence business operations on the Property by November 1, 2015; and

WHEREAS, the Mantorville City Council met at their regularly scheduled meeting on September 14, 2015, to consider a request for a time extension to RESOLUTION 2014-21 and RESOLUTION 2014-22 as requested by Mark and Ann Torkelson.

NOW THEREFORE BE IT RESOLVED, by the Mantorville City Council that the request for the time extension as requested has been approved as follows:

1. A certificate of occupancy for the construction of the building as approved in the Variance Resolution 2014-21 must be obtained by November 1, 2016.
2. Commencement of the Business approved in the Conditional Use Permit issued under Resolution 2014-22 must take place by November 1, 2016.

Approved by the Mantorville City Council this 28th day of September, 2015.

Mayor Chuck Bradford

Attest: City Clerk Treasurer Camille C. Reber

RESOLUTION 2015-20
A RESOLUTION REQUESTING MARKED CROSSWALKS ON MN HIGHWAY 57

WHEREAS, new crosswalk locations require approval from the Minnesota Department of Transportation (MNDOT); and

WHEREAS, the City of Mantorville has identified the intersections of Highway 57 and 7th Street as locations with high pedestrian traffic; and

WHEREAS, the City of Mantorville wishes to accommodate safe pedestrian crossing of MN Trunk Highway 57; and

WHEREAS, the City is formally requesting that MNDOT approve the addition of two crosswalk locations as listed below; and

West side of Highway 57, crossing at 7th Street from North to south
Crossing on the South side of 7th Street across Highway 57 from East to West

WHEREAS, the City of Mantorville acknowledges if the requested designation is approved, the City is responsible for installation of crosswalk marking, pavement message "ped xing" in both directions, and painting of the curb yellow 20 feet back from the marked crosswalks.

NOW THEREFORE BE IT RESOLVED, by the Mantorville City Council that the City formally requests the installation of crosswalks and sign systems as listed above and acknowledges that it is responsible for installation and maintenance of crosswalk markings and sign systems.

Adopted by the Mantorville City Council this 28th day of September, 2015.

Mayor Chuck Bradford

Attest: City Clerk Treasurer Camille C. Reber

SB
T.H. 57



Distance: 2+0.973
Latitude: +44.0693498
Heading: 179.8°
Road: M57
Road---From: .67 MI S CSAH
IRI L e: 119.1
RUT L e: 0.12

Mile Point: 2.964 RP
Longitude: -92.7553157
Grade-CS:
DD: D
IRI R e: 141.8
RUT R e: 0.21

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

WHEREAS, the City Clerk has notified the council that the costs related to the demolition of the structure at 408 West Street remain unpaid and that such work has been completed in full; and

WHEREAS, MN State Statutes 463.21 allows said amount to be assessed to the property after proper notice and the required public hearing is held.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MANTORVILLE, MINNESOTA:

1. A hearing shall be held after 6:30 P.M. on October 26, 2015 in the City Hall Council Chamber located at 21 - 5th Street East to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and it shall state in the notice the total cost of the outstanding amount due. Mailed notice shall also be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City of Mantorville, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the City of Mantorville the entire amount of the assessment remaining unpaid, with any interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

Adopted by the Mantorville City Council this 28th day of September, 2015.

Mayor Chuck Bradford

Attest: City Clerk Treasurer Camille C. Reber

Notice of Hearing on Proposed Assessment

Mantorville, Minnesota, September 24, 2015

TO WHOM IT MAY CONCERN:

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

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

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

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

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

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

Camille C. Reber
City Clerk Treasurer
City of Mantorville

