

MANTORVILLE CITY COUNCIL MEETING MINUTES
MONDAY, JULY 11, 2016
6:30 PM

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

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

Others Present: Mary Lee Lambert, Dan Trapp, Gretta Becay, Fire Chief JJ Williams, Scott Larsen and Cami Reber

2. **Pledge of Allegiance** - none

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

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

- a) City Council Meeting Minute's June 27, 2016
- b) Warrant List July 11, 2016
- c) Dodge County Planning Commission Public Hearing Notice
- d) June Sheriffs Call Report for City of Mantorville

Motion passed unanimously.

5. **Public Concerns** – Dan Trapp, Zumbro Ridge Drive, reported about his previous complaint on weeds at the neighbor's lot and is asking about the timeline for the trees that are supposed to be planted. The berm is overgrown with weeds instead of the trees that are supposed to be there. Does the Council know when those will be planted? Council requested Cami to follow up with this right away.

6. **Public Hearing**

- a) **CUP Request – 121 5th Street West**

Motion made by Member Lambert, second by Member Hofstad to close the regular session and go into public hearing at 6:35 pm. Motion passed unanimously.

Mayor Bradford explained the public hearing is for consideration of a CUP request for a Bed and Breakfast at 121 5th Street West. He asked if there was anyone present to speak on the request. No one present made any comments. The Mayor asked Cami if there was any additional information that wasn't included in the packet. She noted no updates and she thought the applicant was going to be in attendance to present her request. No further comments were made.

Motion made by Member Lambert, second by Member Roth to close the public hearing at 6:37 pm. Motion passed unanimously.

7. **Old Business/New Business**

- a) **Resolution 2016-08 Approving a CUP for 121 5th Street West**

Written comments on the request for the CUP were received by the City earlier in the day. The Council was given a copy. The Mayor noted that it would be pertinent to wait at least until the next session to take any formal action so the Council would have time to review what was given to them. Motion made by Member Roth, second by Member Hofstad to table Resolution 2016-08 A RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO OPERATE A BED AND BREAKFAST AT 121 5TH STREET EAST. Motion passed unanimously.

- b) **Amended 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 Lambert, second by Member Hofstad to approve Amended Resolution 2016-06 A RESOLUTION AUTHORIZING RECERTIFICATION OF OUTSTANDING CHARGES TO PARCEL ID# 25.100.3461 IN THE CITY OF MANTORVILLE. Motion passed unanimously.

c) **Fire Chief, JJ Williams – Fire Department Expense Requests**

Fire Chief JJ Williams updated the Council on some expenses incurred in the FD. There is a scheduled transmission oil leak repair on the pumper for \$600. There are 3 fire pagers that need to be replaced at a cost of \$500 each. Due to their age, they cannot be repaired anymore. That will come out of their equipment budget. He asked for permission for the cost of auto chains on the Rescue Rig at a cost of \$4,700. The rescue rig goes on 100% of the calls received. The chains will help for the slippery roads in the winter. Motion made by Member Roth, second by Member Lambert to approve the purchase of the items as noted. Motion passed unanimously. The Fire Department has the budget dollars to pay for these items.

d) **Gambling License Fire Department/Street Closure Request**

Chief JJ Williams asked permission for the annual Street Closure in front of the Fire Hall for the Marigold Days Dance. The request is from 6:00 pm – 1:30 am on the Saturday night of the Fireman's Dance. He also asked for approval of the annual gambling license to conduct the raffle for Marigold Days. Motion made by Member Hofstad, second by Member Roth to approve both the street closure and the Gambling License request. Motion passed unanimously.

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

The Council reviewed the final drafts being proposed. Additional written correspondence was received from Mark and Nancy Schmidt, Zumbro Ridge Drive, regarding the draft being proposed. Dan Trapp, Zumbro Ridge Drive, reviewed the correspondence with the Council. He noted an awful lot of questions are not being answered by what the Council is proposing in the ordinance. To go from 900 square feet to 200% of the house, as Nancy and Mark brought up, the town lots are about a ¼ of an acre and you're going to be covering up almost half of that lot in buildings. Mayor Bradford explained the upper limit will be either 200% or 25% of the buildable area. They still have to maintain that 75% greenspace; you can't exceed that in any event. Mr. Trapp also noted the concern of having these accessory structures closer to the neighbors. Where, as a neighbor, is he being protected? How are we going to make sure that the accessory building is going to fit in with the main building? Do we want our community to become a community of pole barns? The Mayor noted previous discussion about the same look and feel for the primary structure. Cami noted the Council has made those stipulations previously in variances or conditional use permits granted but not put it in the City Code.

Dan Trapp is questioning the Transitional Zone, he still doesn't have a handle on that. Which neighborhoods, which areas are going to transitional zones. He wasn't able to find it himself. Mayor Bradford noted that the map of the zoning boundary is not changing at all. We are trying to establish a true buffer that is an actual transition zone. Currently it all reverts back to R-1. Mr. Trapp noted what the Council is doing is wrong. The spirit is already there in the current code.

Mayor Bradford suggested to consider something that says the accessory structure needs to have a close proximity to the principal structure. Also note architectural style to the principal building; the look and feel of the primary structure. Add verbiage on the lot coverage. They discussed distance between primary and accessory structure. Ask the City

Attorney on recommendations for that. A larger setback on larger lots. Cami will add the Council's input and bring back another final draft for their consideration.

f) Final Draft Ordinance Amending Section 150.044 of the Mantorville City Code

Member Hofstad noted that in his opinion and in light of the information that was given tonight, he would like to read over some things before moving forward on accepting this final draft. The Mayor noted no action will be taken on the draft presented.

g) Final Draft Ordinance Amending Section 150.071 of the Mantorville City Code

Discussion on what a home occupation is. No other comments on the final draft.

h) Final Draft Ordinance Amending Section 150.021 of the Mantorville City Code and Opting Out of the Requirements of Minnesota Statutes, Section 462.3593

September 1, 2016 is when the state statute will take effect on this. Cami would like to set the public hearing date and continue working on the drafts between now and then. If the Council received public input the night of the hearing and wants to consider more changes to the final drafts, they are not required to approve them that night. Motion made by Member Lambert, second by Member Hofstad to set the public hearing date for the ordinance amendments for August 22, 2016. Motion passed unanimously.

8. TBD

a) Public Works Report

- Boulevard Tree Removal – Scott reported that there are 6 trees that need to come down in the next year, 4 that he would like to have done right away as they are a safety issue. Motion made by Member Hofstad, second by Member Lambert to approve up to \$1,800 for tree removal. Motion passed unanimously. This will be the 3 up by the Habitat Home being built and 1 in Riverside Park. He discussed the tree removal in Mantor Field that he and Joe can do. The Park Board has already approved them. The 9th Street catch basin needs to be pumped out and that cost is \$300. He noted “critters” running around the WWTP and how they can cause a lot of damage. Council approved for him to have them removed. They will be trapped and taken out of City limits and released.

b) City Clerk Report – Cami handed out the June Month End Financial Report, she reported on the upcoming meeting with Senator Senjem and Representative Quam regarding the bonding bill, she noted the 911 Never Forget Exhibit being escorted into town if anyone wants to see it and on Wednesday is the opening ceremony at the Dodge County Fair.

c) Consultant Report – none

d) Committee Report

- Chamber – Member Hofstad noted support for the Farmers Market to try and get more people to come in, and they are getting ready for Marigold Days.
- Fire Department – Chief JJ Williams reported that Mantorville Fire Department day at the fair is on Sunday, and they toured the new courthouse facilities.
- Relief – Member Hofstad reported that the tickets are on sale for the FD Raffle and this Wednesday is the Stiffel Nicolaus meeting.

e) Council Member Report

- Member Roth – when a business chooses to operate without all the proper credentials and permits, we have a responsibility to say no. We have that situation right now and it has been brought to our attention. She feels we need to do a cease and desist. Motion made by Member Roth, second by Member Hofstad to close down the Bed and Breakfast that Ms. Davern is operating. Motion passed unanimously.

- Member Lambert – none
- Member Hofstad – commented on the bad situations going on in the Country and how can we make it better. As a community, let's show how we want to make a difference.

f) **Mayor Report** – Mayor Bradford reported on the Kasson WW plant tour.

9. **Executive Session** - none

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