MANTORVILLE CITY COUNCIL MEETING MINUTES
MONDAY, MARCH 11, 2019
6:30 PM

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

   Members Present: Chuck Bradford, Ryan Christensen, Sharon Davern and Don Hofstad.

   Others Present: City Prosecutor David Jacobsen, Jen Zeller – ReneSola, John Buckingham, Marvin Myers, Jr., Micah Johnson, Dan Trapp, DCSO Stephanie French, Gretta Becay, Joe Adams, Scott Larsen, and Cami Reber.

2. **Pledge of Allegiance** - Done

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

4. **Consent Agenda** – Motion made by Member Christensen, second by Member Hofstad to approve the consent agenda as follows:
   - **a)** City Council Meeting Minute's February 11, 2019
   - **b)** Warrant List March 11, 2019
   - **c)** Mantorville EDA Meeting Minutes February 5, 2019
   - **d)** Mantorville Fire Department Meeting Minutes March 2019
   - **e)** DCSO February Call Report for Mantorville

   Motion passed unanimously.

5. **Public Concerns** – John Buckingham introduced Micah Johnson with Solar Connection, a local solar installer. Micah noted himself as a resource as we are considering solar energy alternatives. He noted he has no business interest, he is there as a resource only.

6. **Public Hearing** - None

7. **Old Business/New Business**
   - **a) City Prosecutor David Jacobsen – 2018 Prosecution Report**

     City Prosecutor, David Jacobsen of Hero, Jorstad & Jacobson, presented to the Council the 2018 prosecution services report. He handles the City prosecution matters for the City. His scope of services is in prosecuting misdemeanor and designated adult gross misdemeanor offences. Anything beyond that is handled through the County Attorneys office. He has been the Mantorville City Prosecutor since 2014. The City had 16 prosecuted offenses in 2018 which is down from 25 in the previous year. Things have been relatively quiet. He reviewed the report in more detail and answered any questions the Council had.

   - **b) City Facebook Page**

     Mayor Bradford noted the EDA is working on this. Member Davern has a different vision of this than the EDA does. The EDA is doing the City promotional and all of that. She is looking for an official City page where we have the City agenda's, City business, that kind of thing on Facebook. So, it's different from what the EDA is doing. She wants to look at doing a City government Facebook so people can keep up with City government. She is looking at transparency and looking at the community. That is what she would like to see; not to include the tourism and stuff that the EDA is looking at. To her they are two different things. She understands what the EDA is doing but wants to see an official government FB page. Mayor Bradford noted there needs to be further discussion on the design and who is going to maintain it, we can get into it more at the retreat as a discussion item.

   - **c) Application for City Logo Usage**

     Brian Hindal was present to present his information and request for use of the city logo. He is starting a new business called Mantorville tours which will be to give tours of ghost towns around the perimeter of Mantorville. The request for logo usage is on his web page describing his tour and things to do in Mantorville. The second part of his business is to do T-shirts and other promotional items using the logo. He is looking to put part of the money back to the EDA, similar to what we are doing with the Mantorville T-shirts now.

Davern asked how much of the money is going back to the EDA. Brian noted it will be similar to what is currently being done now. Mayor Bradford explained the current process and criteria that are followed currently. It's trying to promote a City-wide image but allowing everyone to participate. Member Christensen noted that he doesn't believe we need to request a percentage of profits but he would like to see updates yearly on what he is earning from the use and sales of the products he is utilizing. This is a good promotion tool. Member Hofstad agrees with Member Christensen and what it does to promote the City. Davern asked if there are controls in place in case someone uses the logo without approval or unsavory with it. Mayor noted that yes there is. Motion made by Member Christensen, second by Member Davern to approve the applications. Member Christensen noted it is important to follow up whether quarterly or yearly. Davern noted some type of renewal as a check to see how it's going. A friendly amendment by Member Christensen, second by Member Davern to include a yearly renewal. Motion passed unanimously on the amendment. Motion passed unanimously on the original motion.

d) ReneSola Solar Subscription

Jen Zeller noted she has been working with the City Attorney Jim. Discussion on City concerns and changes made in the contract for consideration by the City. Additional options for savings projections were submitted. This current project they are working on which we would subscribe to is at 80% subscribed. Sharon asked Micah his experience with these kinds of agreements. He noted that ReneSola has a good reputation; is a good group to work with. This subscription model is tried, true and tested. A lot of entities use it and see savings. From a general standpoint just make sure you check over the contracts carefully. Davern asked if our financial person has looked at the contract? She feels that is a good thing to do.

Discussion on how the credits come about – we buy the energy from the solar garden and sell it back to Xcel. That's where the credit comes in. Mayor is concerned that xcel is going to invest in other options in the future and decrease the incentive on the smaller solar gardens in the future. The Mayor asked if there are other options that would put us upside down and Jen answered that historically the rates go up, it's a very small risk. Mayor asked for a sliding rate option where the subscription varies is there a plan that would tie that back to the sliding rate of the incentive. She noted they could look at an option like that.

Sharon noted that she would like to have the financial advisor and the attorney review and report directly to the City Council. Have them at the next City Council meeting on the 25th to review. Member Davern asked about the Mayors concerns. Micah noted that there is always the danger of some sort of crazy disruptive technology but Generally speaking energy costs are continuing to rise as would the savings.

With the technology that we are using, does the system get full benefit out of the panel or is there some reason we have to operate the panel at less than optimal? Jen noted there is a sort of depreciation of the hardware rate that is factored into the subscription rate. Over time they do get less efficient but it is already factored in. Mayor, do we do something that makes it so the panels don't operate at 100% benefit due to say the sun will burn things out in the panel or system, etc. We have an entire development team that works just on that. Are these tracking or fixed? Jen thinks they are tracking. Cami to send the questions to Jen and she will get the answers. They will need to know exactly which financial plan they want to work with then they will get it all in the agreement and proceed on the next steps.

e) RESOLUTION 2019-06 A RESOLUTION ESTABLISHING CONNECTION CHARGES FOR THE CEMETERY ROAD SEWER EXTENSION PROJECT

Cami explained the resolution and noted that everything in the resolution is as the Council discussed. The resolution establishes the connection charge of $14,214 for this project. The property owners will be given the option of paying it in full or certifying it to their property taxes for collection over a 15-year period. There is also verbiage that allows them to defer the connection and payment of the charge if they can show their current system is in compliance with County and State septic system rules. Motion made by Member Hofstad, second by Member Christensen to approve Resolution 2019-06, A RESOLUTION ESTABLISHING CONNECTION CHARGES FOR THE CEMETERY ROAD SEWR EXTENSION PROJECT. Motion passed unanimously.

f) Spending Approval Park Board 2019 Budget Requests

Joe Adams brought forward the following Park Board spending requests:
Curbs for Dennison Field - $700; Pea Rock for Dennison Field - $900; Steel Mesh trash cans - $1,662; Baby changing table stations - $320; Dog Waste stations for Parks - $275; Bean Bag Stations at Riverside Park - $3,000; Rip Rap at the Canoe Launch - $12,000. After discussion on the items, a motion was made by Member Hofstad, second by Member Christensen to approve as proposed. Motion passed unanimously.

Joe brought forward the request for removal of 5 trees and trimming up of a tree behind City Hall at a cost of $4,100 by Olson Tree Service. We have $10,000 in the budget for this year for tree removal. Member Davern requested that Joe get a couple more bids. Motion made by Member Christensen, second by Member Hofstad to approve the expenditure of up to $4,100 based on bids. Motion passed unanimously.

Mayor Bradford made a note of what Kasson is doing with injecting the ash trees as a preventative measure. He asked Joe to get a hold of Kasson to see what they are doing and approach our Park Board on it.

g) Safety Committee Presentation

Marvin Myers Jr, representing the Safety Committee, brought forward a proposal for having a port a potty kept at the park during the time when the regular bathrooms are not open. When people use the skate rink, they have to walk across the highway. He presented two bids for this service. On site weekly service is $185 with delivery, every other week $163.50 to service it every other week and Affordable portables is $110 monthly, with weekly service. There are a lot of people that do use the little ice rink and it would be nice to not have to go across the highway to use the bathroom or back home. This is a service that tax payors would like to see. Member Davern noted that the Park gets used and it would be nice to see it as an option as soon as we shut off the water.

Discussion on pricing for handicap versus the regular ones, what is required for ADA and handicap accessibility. Scott will get some quotes together and bring them to the next meeting.

8. TBD

a) Public Works Report – Scott reviewed his report as follows:

- They put in new batteries in the plow truck, 3rd street boring was done, read meters, meeting with KMBA, met with American Fence company and they are planning the install as soon as possible.
- He reviewed the payloader extended warranty on the powertrain and is recommending the 60-month plan. Motion made by Member Davern, second by Member Christensen to go with the 60-month plan. Motion passed unanimously.
- He is requesting to order cutting edges for the pay loader. Motion made by Member Hofstad, second by Member Christensen to approve up to $450 as requested. Motion passed unanimously.
- Scott explained the problem with the fencing at the treatment plant. The gate is currently an 8’ opening and they would like to expand it to 16’ for better access. He got two quotes; one for $4,857 and the other is $2,027. Motion made by Member Christensen, second by Member Davern to approve the low bid as presented. Motion passed unanimously.

- Damage to a Front yard Book Library - Scott took a look and there is a hinge that needs to be repaired. Member Davern asked if this should be moved for next year. Make that suggestion to the property owner.
- He gave an update on their water training this week.

b) City Clerk Report – Cami reported on the following:

- Approval for Patti's year 3 Clerk training – the total request is up to $1,000 but they are waiting to see if a grant is awarded. This is a budgeted line item. Motion made by Member Davern, second by Member Christensen to approve. Motion passed unanimously.
- She gave an update on the meeting with Otto Bremer bank Foundation regarding the Fire Departments grant application for the SCBA units.
- She gave an update on the mission trip for teenagers and minor home improvement projects they are working on. They are taking requests from those within a 25-mile radius of Pine Island. Member Davern asked she send the information to her as it fits with the community relations group she has going.
- She gave an update on the bridge sidewalk liability issue the City questioned. She noted her conversation with the City Attorney. Basically, trails and sidewalks are listed as a discretionary function of the City. Discretionary immunity could protect us in certain instances. Member Davern asked that this be given to the Safety Committee to pursue and make a recommendation.

c) Consultant Report – None

d) Committee Report

- Chamber – Member Davern noted they are looking at beefing up the farmers market and recruiting more vendors.
- EDA – Mayor Bradford noted officer elections, RLF review, Dodge County Blog.
- Fire Department –Member Hofstad reported on the health and wellness speaker and FF cancer, debriefing after stressful situations, house fire in Wasioja last week, SCBA getting things nailed down, potential flood issue like 2010 notice went out and sky warn trainings.
- KM Joint Powers – Mayor Bradford gave an update field planning, extending a bike path and review of surrounding sidewalks, expenditures for a fertilizer spreader for liquid instead of granular.
- Park Board – Member Christensen gave an update that they are looking at a veteran's memorial for here and want to do something unique and are continuing to work on this. They talked about the covered bridge and the extended erosion that they are seeing now. They discussed the bean bags project.
- Township- Member Davern met with Wasioja Township today.

e) Council Member Report

- Member Davern - None
- Member Christensen – reiterated quick to listen, slow to speak,
- Member Hofstad – a reminder to everyone to make sure that if you have sump pumps the discharge line is clear and not have frozen line. Hoping for a slow melt and not a fast one.

Mayor Bradford noted a reminder that that sump pumps should drain out to the yard, not sanitary sewer.

f) Mayor Report – He reported on the situation at the last snow storm and how well we all did.

9. Executive Session - None

10. Adjourn – Motion made by Member Christensen, second by Member Hofstad to adjourn the meeting at 8:39 pm. Motion passed unanimously.