MANTORVILLE CITY COUNCIL MEETING AGENDA
MONDAY, JANUARY 28, 2019
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 January 14, 2019
   b) Warrant List January 28, 2019
   c) Dodge County Local Board of Appeal and Equalization Calendar

5. Public Concerns

6. Public Hearing - None

7. Old Business/New Business
   a) Bell Tower Proposal - MRA
   b) 2019 Legislative Conference for Cities – Davern Approval
   c) 2019 Road Projects/ Survey/CIP
   d) Mantor Field Fence
   e) Dog Impounds
   f) Establishment of Certain Fees (Kennel License)
   g) 2019 Pay Equity Report
   h) Request for Review and Amendment to Zoning Code

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, JANUARY 14, 2019
6:30 PM

Swearing in of New Council Members took place prior to the start of the meeting

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

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

   Others Present: Bill and Bernita Reding, Jen Zeller, Eric Jensen, Sara Klein, Dan Trapp, Stephanie French, Patti Chilson, Scott Larsen, and Cami Reber.

2. **Pledge of Allegiance** - Done

3. **Additions/Deletions to Agenda** – Cami requested moving the final pay request for Kuechle Underground under the warrant list as item 7k for a stand-alone motion and acceptance of the project.

4. **Consent Agenda** – Motion made by Member Christensen, second by Member Blair to approve the consent agenda as follows with a friendly amendment by Member Blair to approve it with the noted change above;
   - a) City Council Meeting Minute's December 10, 2018
   - b) Warrant List December 14 & 28, 2018 & January 14, 2019
     - Acceptance of Final Pay Request No 7 to Kuechle Underground, Inc. – Pulled and added as item 7k under Old Business/New Business.
     - Pay Request 1 Ellingson Drainage – Cemetery Road Sewer Extension Project
   - c) January 2019 Fire Department General Members Meeting
   - d) October 2, 2018 EDA Meeting Minutes
   - e) 2019 Rental License Renewals
   - f) 2019 Garbage Hauler License Renewals
   - g) 2019 Liquor License Renewals Mantorville Saloon and Hubbell House
   - h) Dodge County Sheriffs Activity for Mantorville December 2018
   - i) Dodge County Draft Comprehensive Plan Public Information Notice
   - j) Notice of Dodge County Zoning Ordinance Amendment
   - k) Notice of Dodge County Request for Comment on Land Use Proposal
   - l) Notice of SEMLM Meeting

   Motion passed with Mayor Bradford and Members Blair, Hofstad and Christensen approving and Member Davern abstaining. Member Davern noted she is only abstaining because she doesn't understand it all yet.

5. **Public Concerns** – Sara Klein – who lives on County Rd 12 approached the Council about the sidewalk along the bridge. She walks to the park and the sidewalk along the bridge is slippery. Can we salt the sidewalk? Do we ever do that and is it something we can consider doing? Council discussed and Scott Larsen noted that he would take care of it. Member Davern asked who we should bring this up to. Mayor Bradford noted this is a grey area since it is along the State Highway and he would want to look further into it. After discussion, Mayor Bradford directed Cami to touch base with the County and the State on this to see where we go from here. Cami noted she would also touch base with Sara Klein when she gets an answer.

6. **Public Hearing** - None

7. **Old Business/New Business**
   - a) **Jennifer Zeller – ReneSola Power – Xcel Energy Solar Rewards Community**

     Jennifer Zeller and Eric Jensen, representing ReneSola Power, approached the Council to discuss the City participating in the Solar Subscription program being offered. She reviewed the slides handout of information regarding the Solar Rewards program. She noted there is a solar cluster being developed in Rice County and because the City is adjacent to them, we are eligible to participate. She presented two program options; the escalator option and the flat rate option. Over a 25-year contract, the escalator option would save the City an estimated $289,800. The flat rate option would save us an estimated $319,200. The City would start to see the savings one month after the garden is built which would be in the July - September time frame. If we are interested in proceeding, they would refine our numbers from our Xcel Energy bills, and put it in a subscription solar agreement. We would have legal review the agreement on both ends and stay in the loop on the development process.

Member Blair asked why Xcel themselves aren't doing this and why are they, ReneSola, as a separate company? Eric replied that Xcel wants to give cities the chance to work with smaller companies and let developers who do this on a smaller square go out and create the program. When Xcel does this, they do it on a much larger scale. They are within Xcels program, regulated by the PUC but just too small for Xcel. Member Davern asked if there are other cities that we can contact. Eric noted that Rosemount is a contact, Renville, and Franklin. They will send us a list of cities more our size that we can check with.

Member Bradford asked if we have the ability to sell excess energy as part of the program and was told no, we do not. Member Christensen asked about any additional costs to the City on this? No, there is not. More discussion on technology upgrades, equipment upgrades, weather factors and risk when things aren't working. Everything is worked out in the agreement, weather is factored into the formula in case issues come up with production of the solar and there are warranties in place for maintenance and operation.

This is an energy-based subscription only, the system is actively monitored and they feel the risk exposure is really low to the City. There is not a lesser year subscription, it is for the full 25 years. They will provide a subscription agreement for review, the list of contacts and the actual savings to the City based on our actual Xcel Energy bills.

b) 2019 Annual Meeting Schedule/Calendar

Council Members reviewed and discussed the 2019 Annual Meeting Schedule/Calendar as presented. Cami noted the recommended changes and asked about the 2nd meeting in December and how would the Council like to set that. They agreed to change that meeting to Monday, December 16, 2019. No further changes to the recommendations were noted.

c) Resolution 2019-03 A RESOLUTION APPROVING CITY DESIGNATIONS FOR 2019

- **Legal Consultant (s), Auditor Proposals**

The annual City Designations resolution was presented to the Council. Member Davern commented on the designation of a specific person versus the firm. When you put a specific person on there, you can get stuck. Such as the designation for Kennedy & Graven where we list Scott Riggs. Mayor Bradford noted that typically what we have done is list our contact person. It is good to have one person as the primary contact but we still utilize others within the firm. She also asked, moving forward, do these designations open up for bid each year? The Mayor explained that people have come in and submitted proposals. Mayor Blair noted that we have the ability to do RFP's; in 2014 we did do RFP's on the Attorney. Member Davern noted that these are significant dollar issues and how we are handling tax payer dollars. She is not saying to do RFP's each year but maybe every two years. Continuity is huge commented Member Blair and you don't want to change firms every year.

Mayor Bradford brought up the City Insurance Agent and the proposal we received. There is an opportunity there to discuss that for this year. Member Davern noted that it gives a good impression when we go out for RFP's and it shows that we are open to looking at others coming in and giving proposals. Further discussion on the City Insurance Agent. Motion made by Member Blair, second by Member Hofstad to approve RESOLUTION 2019-03, A RESOLUTION APPROVING CITY DESIGNATIONS FOR 2019, with the amendment to the Insurance Agent of record to Lynn Boynton of Insurance Brokers of MN. Member Davern asked that any expenditures for legal fees in regards to city ordinances, contracts, etc. have board approval instead of staff just sending things to the Attorney. Mayor Bradford noted that can get to be tricky because sometimes we need to get a legal opinion back before it comes to the Council. Sharon noted a past experience she had and the Council member she approached on it never knew anything about it. Somebody authorized the work and she wants the Council to be the one to authorize this. It shouldn't be staff as it's not their job. Mayor Bradford noted if it's a straight forward violation of the ordinance, then staff doesn't need permission as the ordinance is in place to address this already. Sharon noted if someone had come right to her house and said something, this would have been fixed and money saved. It's about community engagement and better PR to chat with people first before sending out any letter. The letters scare people based on conversation she has had. If we talk to them first and they don't comply, then the next step is to send a letter. Mayor Bradford explained the reason letters are sent is so there is no doubt they were notified. She recommended Council approaching the resident, not staff, before any letter is sent. Further discussion on this. Davern is looking for a procedure for the steps we take when we generate letters. The procedure needs to be standard for everyone; everyone gets the same treatment. Motion passed unanimously.

d) **Resolution 2019-04 A RESOLUTION ADOPTING THE MASTER FEE SCHEDULE FOR 2019**
Member Davern asked about the dog license fee. Are we requiring the license? What about if the animal is chipped? Member Hofstad explained the new tags that the City is now issuing which has a QR code that can be scanned and can tell you who the animal belongs to. Motion made by Member Blair, second by Member Hofstad to approve Resolution 2019-04 A RESOLUTION ADOPTING THE MASTER FEE SCHEDULR FOR 2019. Motion passed unanimously.

e) **2019 Council Committee Appointments - Addition of Safety Committee**
Member Davern noted she is not interested in being on the MRA. She noted that she has clinic appointments on Tuesdays, Wednesdays, and Thursdays until 9:00 pm. She also noted she would like to create a Community Liaison Committee. Mayor noted the Council Member report is an open-ended time for Council Members to bring community concerns, questions, etc. to the Council. She feels there is an impression out there that feels it would be nice to have this addressed. Mayor Bradford told her to go ahead and start this Committee, put together something and report back to the City Council. She will figure something out and bring it back in two weeks. Mayor Bradford noted there is now an opening for any Council Member who is interested to be the Council liaison for the MRA. Just let him know and it will be updated next time.

f) **2019 Assessment Agreement with Dodge County Assessor's Office**
Motion made by Member Blair, second by Member Ryan to approve the 2019 Assessment Agreement with Dodge County Assessor's Office. Motion passed unanimously.

g) **2019 Training Request(s)**
Scott Larsen presented the request for two training conferences for he and Joe to attend. The first is the Minnesota Rural Water Conference in Rochester March 13 – 15. Motion made by Member Hofstad, second by Member Christensen to attend the training as requested at the cost of $300. Cami confirmed there is money in the training budget for 2019. Motion passed unanimously.

The second request is to send Joe to the collection systems conference up in the cities at a cost of $390 on March 25, 26 and 27 and a room for a 2 night stay. Total cost is $690 and he would get his hours for that. Cami confirmed there is training in the sewer budget for that. Motion made by Member Hofstad, second by Member Christensen to approve that training. Motion passed unanimously.

h) **Dog Impounds**
Cami gave an update on the status of the dog impound facility option. KM Regional no longer does this and Carriage house does not have the room. Paws and Claws noted an interest. The Sheriff's Department does not transport them, that would be up to City staff. Discussion

on the costs and how long would Paws and Claws hold them, etc. This would all have to be worked out in a contract. The only hold up currently is if Dodge County picked them up, where would they hold them. Deputy French noted that if we could set up a place to kennel them, then they can send out an email noting when the dog was picked up, where, etc. The City Shop, at the Sheriffs garage, etc., are possibilities to consider. Cami can work with Dodge County and City staff to come up with something. She will get some contract language put together and bring a recommendation back to the Council. It was suggested to check with Pine Island also to see if there was an option over there.

i) **Mantor Field Fence Quotes – Approval to Proceed**

Scott explained the Mantor Field Fence project and bids received. He noted 20' fence being put up behind the condos. Rather than approving this tonight, send the letter to the property's adjacent and give them the opportunity to comment on the two options, a lower fence vs a higher fence. Mayor noted to put it in their court. Member Blair noted that if we go short with a fence, we should go tall with the poles for the ability to expand and adjust later if need be. Member Davern asked why are we spending $22,000 on fence instead of roads. Mayor Bradford noted this is a Joint Venture initiative. Mayor Bradford explained the purpose of the JV Group. JV is going to kick in a few thousand but most of this is on us. They have contributed significantly to other ball field projects. Money has been set aside previously for some of the cost. Further discussion on budget dollars and why we are spending money on this when our roads are in such bad shape. Member Christensen noted that we are not here to just fix roads, there are many other things we take care of. Scott is to bring in the latest road survey so this can be reviewed by the City Council and shared with Member Davern at the next meeting. Motion made by Member Davern, second by Member Christensen for staff to send out the letters and table the request for action. Motion passed unanimously.

j) **2019 Budget Items Request to Proceed Public Works**

Scott Larsen presented the list of budget items approved for 2019;

- Chlorine alarm for the well house – state code requirement – $2,270
- Stock the bold bins at shop - $741.52
- Used set of payloader forks – $1,700
- Make a man basket – $650 which will help for tree trimming. Member Blair noted he didn't think they could make the man basket – legally. Look to purchase one.
- Truck parts for Joes Chevy – $375 running board, LED warning light for $350 and spray the bed lining $600.

Motion made by Member Blair, second by Member Christensen to approve the expenditure of $2,270 for the water alarm. Motion passed unanimously. Motion made by Member Blair, second by Member Christensen to approve the spending of $ 3,766.52 for the other items mentioned. Motion passed unanimously.

k) **Kuechle Underground Pay Request #7**

Cami noted this is the final pay request for the WW Line to Kasson project. This is the final work order. Upon Council approving this, it will start the two-year maintenance on the project. Final pay including retainage is $83,798.47. She did submit a reimbursement request to the PFA for $65,000 as part of the bond/grant. Member Hofstad asked if we have heard of any complaints on the project? Cami hasn't heard of anything. Motion made by Member Blair, second by Member Christensen to approve the pay request in the amount of $83,798.47 to Kuechle Underground for Pay Request #7and accept the project in full. Motion passed with Mayor Bradford and Members Blair, Hofstad and Christensen voting in favor and Member Davern abstaining.

8. **TBD**

a) **Public Works Report** – Scott Larsen reviewed the PW report;

- They have started removing ash trees and filling potholes which is continuous.

- Thursday morning is DOT inspections on the trucks.
- Meeting with All Systems next week on the cameras.
- He and Joe to do drive arounds and mark spots for patching and manhole repairs. They are meeting with Tim on Thursday morning to get that put together and have it to Council before summer.
- The impellers are coming in soon. Mayor Bradford asked for an update on who is paying for what. Scott noted that Tim is working with quality flow on this and he isn't sure where it stands.
- He has a request to spend dollars on the repair of the shop motion light for $429. Money to come out of building and maintenance. Motion made by Member Hofstad, second by Member Christensen to approve. Motion passed unanimously.
- The bridge lights won't be fixed until this Spring due to the moisture in the conduit. Wasn't sure on price but will check with Cami to get the costs previously. Member Blair asked how do we fix this for the future so it doesn't keep happening. Scott noted once these are fixed, they will all be the same and shouldn't be any further problems.

b) **City Clerk Report** – Cami presented her Clerks Report as follows:
- The new office computers will be here this week.
- The copier here on Thursday.
- Working with the Architect on bathhouse plans; Final plans and bids will come to Council on February 11.
- Meeting with the Infrastructure meeting on January 23 to go over several plans coming to Council on February 11.
- A planning meeting with Cemetery Road residents is scheduled for February 7. Letters are being sent out on this. Council will set the connection fee. She will send Council members notice of the meeting and will post it for any possible quorum.
- Auditor was here to do preaudit work and will be back last week in March.
- SEMLM meeting notice, let Cami know if interested.
- I did hand out the 2019 general fund budget. It isn't complete yet as still making AJE.

c) **Consultant Report** - None

d) **Committee Report**
- EDA – Mayor Bradford gave an update on the introduction of Abby Wright as part of the CEDA contract with the EDA.
- Fire Department – Member Hofstad gave an update on the recertification's and hazmat training and right to know training for the next meeting.
- Member Hofstad gave the update on the Reliefs quarterly meeting. The fund is doing well, took some hits like everything else late last year but seems to be pulling through in 2019.

e) **Council Member Report**
- Member Christensen – A thank you to Will for serving on the Council the past two years.
- Member Hofstad – looking forward to a happy and positive 2019.

f) **Mayor Report** - None

9. **Executive Session** - None

10. **Adjourn** – Motion made by Member Christensen, second by Member Blair to adjourn at 8:50 pm. Motion passed unanimously.

Attest:

Cami Reber, City Clerk Treasurer

MANTORVILLE,MN

*Check Summary Register©

January 2019

	Name	Check Date	Check Amt	
10100 Citizens State Bank				
UnPaid	CEDA		$3,175.00	1ST QTR. OF 2019 ECONOMIC DEVELOPME
UnPaid	DOG WASTE DEPOT		$173.98	2 DOG WASTE ROLLS - 4000 EACH
UnPaid	EARLS SMALL ENGINE REPAIR		$88.39	CHAINSAW MAINTENANCE 2019
UnPaid	GOPHER STATE ONE CALL		$50.00	UTILITY LOCATES JANUARY 2019
UnPaid	IMAGES ON METAL		$40.00	PUBLIC WORKS NAME TAG AND HOLDER 2
UnPaid	INNOVATIVE OFFICE SOLUTION		$97.74	PRINTER INK AND MOUSE PAD FOR THE S
UnPaid	LAWSON PRODUCTS, INC		$810.58	BLUE MARKING PAINT
UnPaid	LINCOLN NATIONAL LIFE INSUR		$151.33	EMPLOYEE PAID LIFE INSURANCE
UnPaid	MENARDS - NORTH ROCHESTE		$109.44	PINE CLEANER FOR WWTP
UnPaid	MINNESOTA DEPARTMENT OF H		$110.00	2019 LICENSE FEE FOR STUSSY RV PARK
UnPaid	MN AWWA		$300.00	SE DISTRICT WATER TRAINING FOR: SCOT
UnPaid	MN DEPT OF LABOR AND INDUS		$167.50	4TH QTR. BUILDING INSPECTION SURCHA
UnPaid	MN POLLUTION CONTROL AGEN		$390.00	COLLECTION SYSTEM TRAINING FOR JOE
UnPaid	ON SITE COMPUTERS, INC		$2,900.20	DAILY BACKUP AND MONITORING FOR JAN
UnPaid	PITNEY BOWES GLOBAL		$186.00	1ST QTR. LEASING 2019
UnPaid	WHKS & COMPANY		$561.64	SANITARY SEWER CONNECTION DEC 1 - D
UnPaid	XCEL ENERGY		$4,538.34	STREET LIGHTS
		Total Checks	$13,850.14	

MANTORVILLE,MN

Payments

Current Period: January 2019

Batch Name	WAR 01 28 19 Payments	User Dollar Amt	$17,584.12
		Computer Dollar Amt	$17,584.12
			$0.00 **In Balance**

Refer	0 *BLUE CROSS BLUE SHIELD OF MI*	Ck# 005312 1/28/2019		
Cash Payment	G 101-21706 Hospitalization/Medical Ins	EMPLOYEE MEDICAL INSURANCE FOR FEBRUARY 2019		$2,008.50
Invoice 190102065416	1/28/2019			
Transaction Date	1/18/2019	Citizens State Bank 10100	Total	$2,008.50
Refer	0 *MN DEPT OF LABOR AND INDUST*			
Cash Payment	E 101-42400-300 Professional Srvs (GENE	4TH QTR. BUILDING INSPECTION SURCHARGE 2018		$167.50
Invoice 4TH QTR. 2018	1/28/2019			
Transaction Date	1/18/2019	Citizens State Bank 10100	Total	$167.50
Refer	0 *DOG WASTE DEPOT*			
Cash Payment	E 101-45200-200 Supplies	2 DOG WASTE ROLLS - 4000 EACH		$173.98
Invoice 259682	1/28/2019			
Transaction Date	1/18/2019	Citizens State Bank 10100	Total	$173.98
Refer	0 *EARLS SMALL ENGINE REPAIR*			
Cash Payment	E 101-45200-404 Repairs/Maint Machinery	CHAINSAW MAINTENANCE 2019		$44.20
Invoice 1/10/2019	1/28/2019			
Cash Payment	E 101-43100-228 Equip. Repair and Mainte	CHAINSAW MAINTENANCE 2019		$44.19
Invoice 1/10/2019	1/28/2019			
Transaction Date	1/18/2019	Citizens State Bank 10100	Total	$88.39
Refer	0 *GOPHER STATE ONE CALL*			
Cash Payment	E 601-49400-300 Professional Srvs (GENE	UTILITY LOCATES JANUARY 2019		$30.00
Invoice 9000553	1/28/2019			
Cash Payment	E 602-49450-300 Professional Srvs (GENE	UTILITY LOCATES JANUARY 2019		$20.00
Invoice 9000553	1/28/2019			
Transaction Date	1/18/2019	Citizens State Bank 10100	Total	$50.00
Refer	0 *IMAGES ON METAL*			
Cash Payment	E 101-41500-200 Supplies	PUBLIC WORKS NAME TAG AND HOLDER 2019		$40.00
Invoice 287120	1/28/2019			
Transaction Date	1/18/2019	Citizens State Bank 10100	Total	$40.00
Refer	0 *MENARDS - NORTH ROCHESTER*			
Cash Payment	E 602-49450-200 Supplies	PINE CLEANER FOR WWTP		$5.97
Invoice 34110	1/28/2019			
Cash Payment	E 601-49400-228 Equip. Repair and Mainte	BATTERIES AND INSULATION FOR STREETS		$71.50
Invoice 34110	1/28/2019			
Cash Payment	E 101-43100-200 Supplies	GLOVES AND FLASHLIGHT FOR SHOP		$31.97
Invoice 34110	1/28/2019			
Transaction Date	1/18/2019	Citizens State Bank 10100	Total	$109.44
Refer	0 *MINNESOTA DEPARTMENT OF HE*			
Cash Payment	E 603-45183-210 Tax and Licensing	2019 LICENSE FEE FOR STUSSY RV PARK		$110.00
Invoice RENEW 2019	1/28/2019			
Transaction Date	1/18/2019	Citizens State Bank 10100	Total	$110.00
Refer	0 *MN DEPARTMENT OF REVENUE*	Ck# 005310 1/28/2019		

Current Period: January 2019

Cash Payment E 601-49400-210 Tax and Licensing	COMMERCIAL WATER SALES AND USE TAX		$282.24
Invoice 4TH QTR. 2018 1/28/2019			
Cash Payment E 603-45183-210 Tax and Licensing	RV PARK SALES AND USE TAX		$109.76
Invoice 4TH QTR. 2018 1/28/2019			
Transaction Date 1/18/2019	Citizens State Bank 10100	Total	$392.00
Refer 0 *MN PERA*	Ck# 005311 1/28/2019		
Cash Payment G 101-21704 PERA	EMPLOYEE/EMPLOYER RETIREMENT		$908.46
Invoice 2019 PR1 1/28/2019			
Transaction Date 1/18/2019	Citizens State Bank 10100	Total	$908.46
Refer 0 *ON SITE COMPUTERS, INC*	-		
Cash Payment E 101-41500-300 Professional Srvs (GENE	DAILY BACKUP AND MONITORING FOR JANUARY 2019		$71.00
Invoice CW61938 1/28/2019			
Transaction Date 1/18/2019	Citizens State Bank 10100	Total	$71.00
Refer 0 *PITNEY BOWES INC*	-		
Cash Payment E 101-41500-322 Postage	1ST QTR. LEASING 2019		$186.00
Invoice 3102834199 1/28/2019			
Transaction Date 1/18/2019	Citizens State Bank 10100	Total	$186.00
Refer 0 *WHKS & COMPANY*	-		
Cash Payment E 310-47000-530 Construction	SANITARY SEWER CONNECTION DEC 1 - DEC 28, 2018		$561.64
Invoice 38676 1/28/2019		Project 16-001	
Transaction Date 1/18/2019	Citizens State Bank 10100	Total	$561.64
Refer 0 *MPCA*	-		
Cash Payment E 602-49450-208 Training, Mileage	COLLECTION SYSTEM TRAINING FOR JOE ADAMS		$390.00
Invoice JAN 2019 1/28/2019			
Transaction Date 1/22/2019	Citizens State Bank 10100	Total	$390.00
Refer 0 *LINCOLN NATIONAL LIFE INSURA*	-		
Cash Payment G 101-21711 Life Insurance Payable	EMPLOYEE PAID LIFE INSURANCE		$151.33
Invoice JAN 2019 1/28/2019			
Transaction Date 1/22/2019	Citizens State Bank 10100	Total	$151.33
Refer 0 *LAWSON PRODUCTS, INC*	-		
Cash Payment E 601-49400-240 Tools and Minor Equipm	BLUE MARKING PAINT		$100.91
Invoice 9306412426 1/28/2019			
Transaction Date 1/22/2019	Citizens State Bank 10100	Total	$100.91
Refer 0 *XCEL ENERGY*	-		
Cash Payment E 101-43160-381 Electric Utilities	STREET LIGHTS		$1,611.03
Invoice JAN 2019 1/28/2019			
Cash Payment E 101-43160-381 Electric Utilities	300 MAIN N BRIDGE LIGHTS		$25.25
Invoice JAN 2019 1/28/2019			
Cash Payment E 101-43160-381 Electric Utilities	130 ST.HWY 57 S.CITY SIGN		$27.72
Invoice JAN 2019 1/28/2019			
Cash Payment E 101-43160-381 Electric Utilities	60003 ST.HWY 57 N CITY SIGN		$13.50
Invoice JAN 2019 1/28/2019			
Cash Payment E 101-42200-380 Utility Services	21 5TH STREET SIREN		$6.38
Invoice JAN 2019 1/28/2019			
Cash Payment E 101-42200-380 Utility Services	121 5TH STREET E FH/CH/PUMP		$366.51
Invoice JAN 2019 1/28/2019			

Payments

Current Period: January 2019

Cash Payment	E 101-42200-380 Utility Services	701 CHESTNUT SIREN	$6.54
Invoice JAN 2019	1/28/2019		
Cash Payment	E 101-43160-381 Electric Utilities	410 CLAY POLE ON EDA LOT	$14.27
Invoice JAN 2019	1/28/2019		
Cash Payment	E 101-41940-380 Utility Services	600 7TH STREET WEST MANTORFIEL	$14.24
Invoice JAN 2019	1/28/2019		
Cash Payment	E 101-41940-380 Utility Services	340 CLAY RIVERSIDE W CENTER	$37.98
Invoice JAN 2019	1/28/2019		
Cash Payment	E 101-41940-380 Utility Services	342 MAIN ST N RIVERSIDE NE	$14.48
Invoice JAN 2019	1/28/2019		
Cash Payment	E 101-41940-380 Utility Services	601 GOLFVIEW DENNISON FIELD	$15.77
Invoice JAN 2019	1/28/2019		
Cash Payment	E 101-41940-380 Utility Services	1008 EAST CITY SHOP	$281.61
Invoice JAN 2019	1/28/2019		
Cash Payment	E 602-49450-380 Utility Services	121 BLANCH WWTF+SEC+PUMP	$844.41
Invoice JAN 2019	1/28/2019		
Cash Payment	E 601-49400-380 Utility Services	841 BLANCH WTR WELL HOUSE	$1,095.14
Invoice JAN 2019	1/28/2019		
Cash Payment	E 601-49400-380 Utility Services	924 JEFFERSON WATER TOWER	$49.50
Invoice JAN 2019	1/28/2019		
Cash Payment	E 603-45183-381 Electric Utilities	324 MAIN ST N CAMPGROUND	$14.72
Invoice JAN 2019	1/28/2019		
Cash Payment	E 101-41940-380 Utility Services	101 BLANCH NEW SHOP	$46.22
Invoice JAN 2019	1/28/2019		
Cash Payment	E 101-41940-380 Utility Services	15 4TH STREET WEST RIVERSIDE	$15.00
Invoice JAN 2019	1/28/2019		
Cash Payment	E 602-49450-380 Utility Services	601 JEFFERSON LIFT STATION	$29.02
Invoice JAN 2019	1/28/2019		
Cash Payment	E 602-49450-380 Utility Services	121 BLANCH AUTO PROTECT LIGHT	$9.05
Invoice JAN 2019	1/28/2019		
Cash Payment	E 101-43160-381 Electric Utilities	CHRISTMAS LIGHTS	$0.00
Invoice JAN 2019	1/28/2019		
Transaction Date	1/23/2019	Citizens State Bank 10100 **Total**	$4,538.34
Refer	0 *INNOVATIVE OFFICE SOLUTIONS*		
Cash Payment	E 101-43100-200 Supplies	PRINTER INK AND MOUSE PAD FOR THE SHOP	$55.56
Invoice IN2374674	1/28/2019		
Cash Payment	E 101-41500-200 Supplies	COPY PAPER AND STAPLES FOR CITY HALL	$42.18
Invoice IN2374674	1/28/2019		
Transaction Date	1/23/2019	Citizens State Bank 10100 **Total**	$97.74
Refer	0 *LAWSON PRODUCTS, INC*		
Cash Payment	E 101-43100-228 Equip. Repair and Mainte	RESTOCKING THE BOLT BINS	$709.67
Invoice 9306416243	1/28/2019		
Transaction Date	1/23/2019	Citizens State Bank 10100 **Total**	$709.67
Refer	0 *CEDA*		
Cash Payment	E 101-46500-437 Other Miscellaneous	1ST QTR. OF 2019 ECONOMIC DEVELOPMENT SUPPORT SERVICES	$3,175.00
Invoice 1ST QTR. 2019	1/28/2019		
Transaction Date	1/24/2019	Citizens State Bank 10100 **Total**	$3,175.00
Refer	0 *ON SITE COMPUTERS, INC*		

MANTORVILLE,MN

Payments

Current Period: January 2019

Cash Payment	E 101-41500-300 Professional Srvs (GENE	REMOTE SUPPORT FOR CITY HALL	$67.20
Invoice CW62066	1/28/2019		
Transaction Date	1/24/2019	Citizens State Bank 10100 **Total**	$67.20
Refer	0 *MN AWWA*		
Cash Payment	E 601-49400-208 Training, Mileage	SE DISTRICT WATER TRAINING FOR: SCOTT LARSEN AND JOE ADAMS	$300.00
Invoice 200003937	1/28/2019		
Transaction Date	1/24/2019	Citizens State Bank 10100 **Total**	$300.00
Refer	0 *FURTHER*	Ck# 005313 1/28/2019	
Cash Payment	G 101-21714 Health Savings Account	EMPLOYER HSA CONTRIBUTIONS	$325.02
Invoice DECEMBER 201	1/28/2019		
Cash Payment	G 101-21714 Health Savings Account	EMPLOYEE HSA CONTRIBUTIONS	$100.00
Invoice DECEMBER 201	1/28/2019		
Transaction Date	1/25/2019	Citizens State Bank 10100 **Total**	$425.02
Refer	0 *ON SITE COMPUTERS, INC*		
Cash Payment	E 101-41500-570 Capital Outlay	NEW COMPUTERS FOR CITY HALL	$2,762.00
Invoice CW62089	1/28/2019		
Transaction Date	1/25/2019	Citizens State Bank 10100 **Total**	$2,762.00

Fund Summary

	10100 Citizens State Bank
101 GENERAL FUND	$13,560.26
310 CWRF WW BOND 2017A	$561.64
601 WATER FUND	$1,929.29
602 SEWER FUND	$1,298.45
603 RV PARK	$234.48
	$17,584.12

Pre-Written Checks	$3,733.98
Checks to be Generated by the Computer	$13,850.14
Total	$17,584.12

DODGE COUNTY

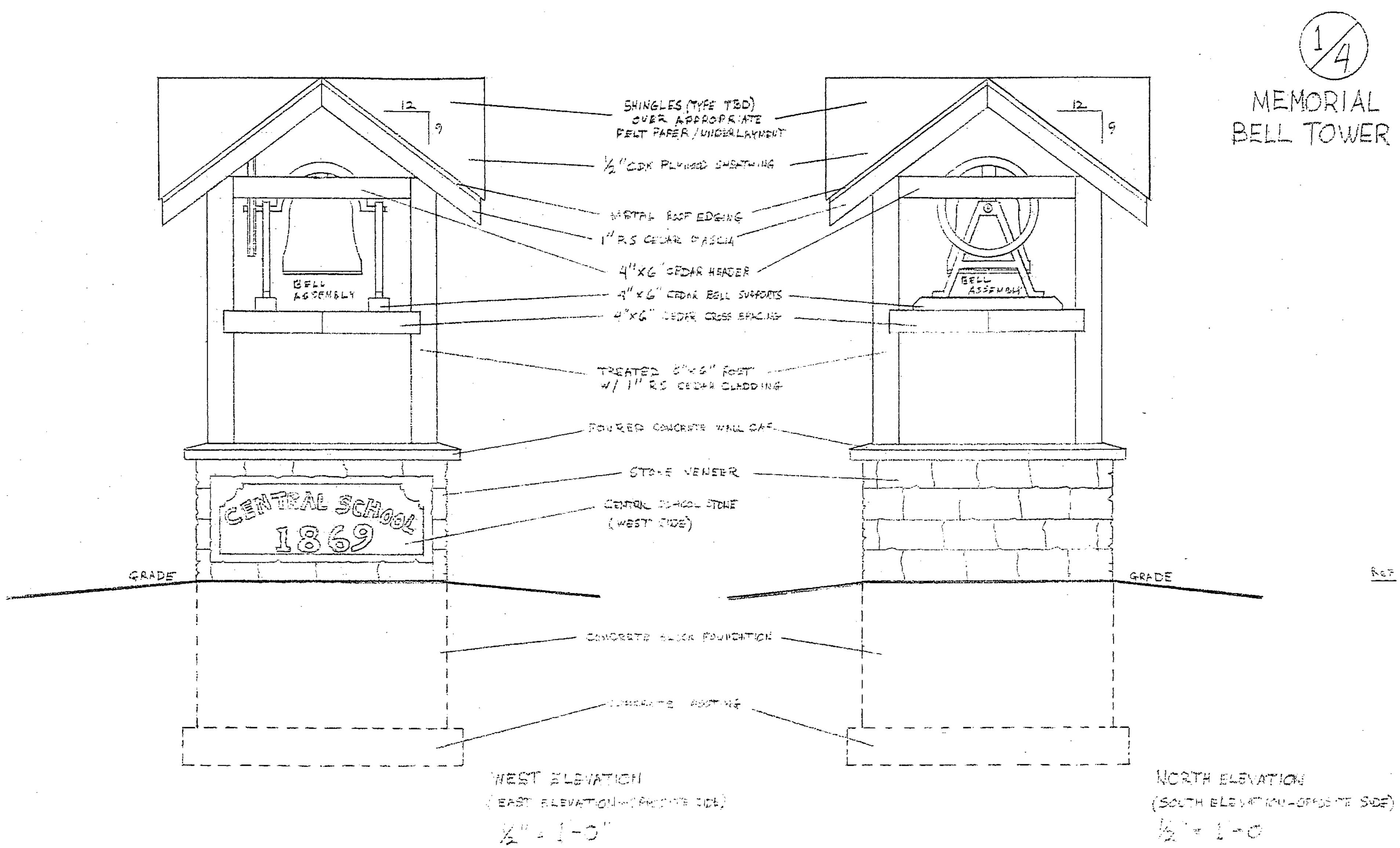
LOCAL BOARD OF APPEAL & EQUALIZATION (LBAE) and OPEN BOOK

APRIL 2019

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	2	3	4	5
8 LBAE 1:00pm - 1:30pm Claremont City 2:00pm - 2:30pm Claremont Twp 3:30pm - 4:00pm Ellington Twp 6:00pm - 6:30pm Mantorville City	9 LBAE 10:30am - 11:00am Westfield Twp 3:30pm - 4:00pm Wasioja Twp 6:00pm - 6:30pm West Concord	10 LBAE 1:00pm - 1:30pm Canisteo Twp 2:15pm - 2:45pm Vernon Twp 4:00pm - 4:30pm Mantorville Twp	11 OPEN BOOK 3:00 pm - 4:00 pm **Cities:** Dodge Center, Hayfield, Kasson **Townships:** Ashland, Concord, Hayfield, Milton, Ripley	12
15	16	17	18	19
22	23	24	25	26

DODGE COUNTY BOARD OF APPEAL & EQUALIZATION (CBAE)

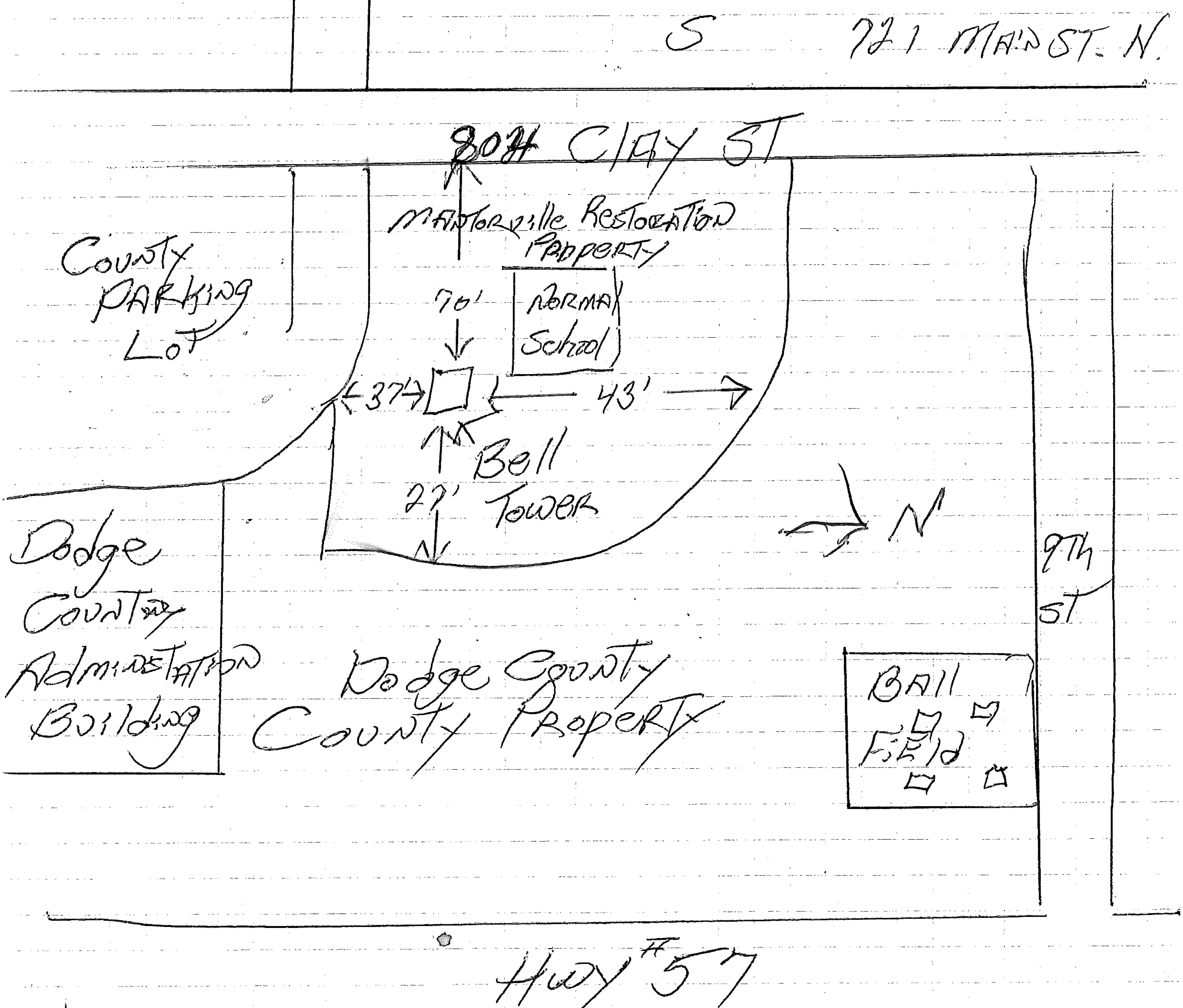
TUESDAY, JUNE 25, 2019 6:30PM - 7:00PM


1/4
MEMORIAL
BELL TOWER
SHINGLES (TYPE TBD)
OVER APPROPRIATE
FELT PAPER / UNDERLAYMENT
½" CDX PLYWOOD SHEATHING
METAL ROOF EDGING
1" R.S CEDAR FASCIA
4"x6" CEDAR HEADER
4"x6" CEDAR BELL SUPPORTS
4"x6" CEDAR CROSS BRACING
TREATED 6"x6" POST
W/ 1" R.S CEDAR CLADDING
POURED CONCRETE WALL CAP
STONE VENEER
CENTRAL SCHOOL STONE
(WEST SIDE)
CONCRETE BLOCK FOUNDATION
CONCRETE FOOTING
BELL ASSEMBLY
CENTRAL SCHOOL
1869
GRADE
12
9
WEST ELEVATION
(EAST ELEVATION - OPPOSITE SIDE)
½" = 1'-0"
NORTH ELEVATION
(SOUTH ELEVATION - OPPOSITE SIDE)
½" = 1'-0
REF

Bell Tower

1869

MANTORVILLE
Restoration Association
PO Box 311
MANTORVILLE, MINNESOTA 55955



MEMORIAL BELL TOWER

Additional Notes and Recommendations:

* If there are any questions, contact Stephen Laedtke, ________

* Note the drainage recommendations for the interior concrete slab; Washed stone, drain tubing, filter fabric, etc.

* Note that brick ties should be used to fasten stone to concrete block backing.

* The large CENTRAL SCHOOL stone is thicker (6" – 7 ½") than the 4" stone veneer so it will stand out a bit from the stone veneer.

* When forming for the poured concrete wall cap use thin wood strips tacked to the bottom of the form to create drip grooves. (See Vertical Section)

* Wire mesh reinforcing may also be used in the wall cap.

* Wall cap should have tooled or sawn control joints to control any cracking that may occur. (See Section CC)

* Galvanized post anchors should be used under the 6 x 6 corner posts. Embed or bolt to the concrete wall cap.

* 4" x 6" used for the cross bracing, bell supports and headers can be smooth or rough sawn; whatever the preference.

* Rough sawn cedar boards used for cladding the 6 x 6 treated posts should be eased on the back side where they cover the post anchors. A slight ¼" gap should be maintained between the concrete and the bottom of the boards to prevent water wicking. Also, various corner details could be used to give the cladding a more finished look.

* All cedar should be stained with a preserving stain product.

* Roof framing will be a bit of a puzzle but a framing square will be the carpenter's best friend for that.

* Other design decisions that will need to be determined by those involved include the type of roofing material, the finishing of the eaves and the finishing of the underside of the roof.

Agenda: 2019 Legislative Conference for Cities

Wednesday, February 20

3:30—4 p.m.
Check-in

4—5:15 p.m.
Special Interest Breakout Sessions
League of Minnesota Cities
Hear from legislators, state agency leadership, and keys stakeholders about housing and transportation proposals up for debate in 2019 and how you can be an effective advocate for city priorities.

5:30—7:30 p.m.
Legislative Reception
Rathskeller Café—Basement, State Capitol
Mingle with legislators and network with your city colleagues and League staff at this cash bar reception on the eve of the conference.

Thursday, February 21

All morning sessions will take place at Christ on Capitol Hill Church unless otherwise noted.

8 a.m.
Registration Open

8:30 a.m.-12:15 p.m.
Welcome and Remarks from Governor Tim Walz *(invited)*

Legislative Panel on Local Government Issues
Hear insights from legislative leaders on proposals impacting cities, including infrastructure fees, annexation, elections, local control, and more! Find out about the party caucus priorities that will shape the debate during the 2019 legislative session.

Update on City Legislative Priorities from the League IGR Team
Learn about the League's legislative priorities and other important issues that affect cities, and what cities can expect during the rest of the session. During this time, you'll also review key messages and strategies for sharing how proposals impact your city and hear about League resources and follow-up actions to take in support of this year's legislative priorities.

Discussion with New State Agency Leadership
The Walz Administration will work with the only split Legislature in the country. Get to know commissioners who will be leading state agencies that work with cities, learn about the One Minnesota policy agenda and budget proposals, and discover where they see opportunities for bipartisan agreement.

Remarks from League Leadership and Send-off to the State Capitol
Hear from the League's leadership about the important role you play in city advocacy and how you can carry that work forward during afternoon legislative visits *and* after you return to your cities.

12:15-1 p.m.
Luncheon and Networking
Enjoy lunch with your city colleagues before heading to the capitol for afternoon legislative visits.

1 – 4:30 pm
Meetings with Legislators
Sit down with your legislators, or find them on the floor with help from League staff. Use the skills and information you acquired during the conference to effectively advocate for issues that are important to your city.

Return to main conference page.

Capital Street Improvements Plan
Mantorville, MN
2005

Street	Location	Proposed Width (ft)	Approximate Length (ft)	Seal Coat	Overlay	Rebuild	Cost Opinion	Comments
Streets to be Seal Coated from 1 to 10 years								
7th St	Blanch - Main St	37	340	X			$ 2,200	
	Main - Clay St	31	330	X			$ 1,800	
	Jefferson - Hickory Ln	18	750	X			$ 2,400	
	Hickory - Adams St	18	400	X			$ 1,300	
Jefferson St	Stagecoach - 7th St	18	1450	X			$ 4,600	
	7th - 6th St	18	400	X			$ 1,300	
6th St	Monroe - Jefferson St	18	750	X			$ 2,400	
	West - Clay St	22	370	X			$ 1,400	
	Main - Blanch St	24	370	X			$ 1,600	
Blanch St	6th - 7th St	36	440	X			$ 2,800	
Walnut St	4th - 5th St	20	400	X			$ 1,400	
Clay St	North of 9th St	16	600	X			$ 1,700	
Chestnut St	7th - 9th St	24	800	X			$ 3,400	
	North of 9th St	24	600	X			$ 2,500	
4th St	Walnut - Chestnut St	19	370	X			$ 1,200	
	Main - Blanch St	48	340	X			$ 2,900	
	Clay - Main St	48	330	X			$ 2,800	
5th St	Jefferson - Chestnut St	24	570	X			$ 2,400	
	Chestnut - Walnut St	24	370	X			$ 1,600	
	Walnut - West St	24	420	X			$ 1,800	
	West - Clay St	24	370	X			$ 1,600	
	Clay - Main St	48	330	X			$ 2,800	County Aid
	Main - Bluff St	48	550	X			$ 4,600	
	Bluff - Mantor Dr	24	850	X			$ 3,600	
	Mantor - Bergman	24	1100	X			$ 4,600	
Adams St	North of 7th St	12	150	X			$ 300	
Bergman Dr	South of 5th St	24	1150	X			$ 4,800	
Leprechaun Ln	South of CR 12	18	400	X			$ 2,600	
Clover St	South of CR 12	18	300	X			$ 2,300	
Mark Ln	South of CR 12	22	250	X			$ 1,000	
Scott Rd	South of CR 12	18	300	X			$ 900	
Cementary Rd	East of TH 57	18	1500	X			$ 4,700	
			Seal Coat Construction Subtotal				$ 77,300	
			Contingencies (10%)				$ 7,700	
			Engr, Legal, Admin. (20%)				$ 17,000	
			1-10 Year Seal Coat Total				$ 102,000	

Capital Street Improvements Plan
Mantorville, MN
2005

Street	Location	Proposed Width (ft)	Approximate Length (ft)	Seal Coat	Overlay	Rebuild	Cost Opinion	Comments
Street Maintenance Needed in 1 to 5 years								
7th St	Clay - West St	34	370			X	$ 56,300	
	West - Walnut St	34	420			X	$ 61,800	
	Walnut - Chestnut St	24	750			X	$ 83,200	
	Chestnut - Jefferson St	24	200			X	$ 33,600	
Hickory Ln	7th - Stagecoach Rd	18	1880		X		$ 29,400	
Monroe Ct	7th - 6th St	24	400			X	$ 51,600	
	South of 6th St	16	350		X		$ 14,400	
Stagecoach Rd	Hickory - Jefferson St	18	1300		X		$ 22,800	
9th St	Blanch - Main St	24	330			X	$ 45,300	
	Main - Clay St	46	340			X	$ 61,100	County Aid
	Clay - West St	34	370		X		$ 16,300	
	West - Walnut St	34	420		X		$ 17,400	
	Walnut - Chestnut St	34	370			X	$ 56,300	
West St	North of 9th St	24	600			X	$ 69,700	
Chestnut St	4th - 5th St	24	400			X	$ 51,600	
	5th - 6th St	34	400			X	$ 59,600	
	6th - 7th St	34	400			X	$ 59,600	
Golfview Ct	North of CR 15	24	850		X		$ 20,500	
Eagle Ct	North of CR 15	24	350		X		$ 17,500	
6th St	Jefferson - Chestnut St	18	570		X		$ 14,500	
	Chestnut - Walnut St	18	370		X		$ 12,200	
	Walnut - West St	18	420		X		$ 12,800	
Walnut St	3rd - 4th St	20	400		X		$ 13,000	

1-5 Year Construction Subtotal	$ 880,500
Contingencies (10%)	$ 88,100
Engr, Legal, Admin. (20%)	$ 193,700
1-5 Year Total	$ 1,162,300

Capital Street Improvements Plan
Mantorville, MN
2005

Street	Location	Proposed Width (ft)	Approximate Length (ft)	Seal Coat	Overlay	Rebuild	Cost Opinion	Comments
Street Maintenance Needed in 6 to 10 years								
Walnut St	5th - 6th St	24	400		X		$ 13,900	
	6th - 7th St	34	400			X	$ 59,600	
	7th - 9th St	24	800		X		$ 21,500	
	North of 9th St	24	600		X		$ 18,100	
3rd St	Walnut - Clay St	22	860		X		$ 19,700	
Clay St	3rd - 4th St	24	400		X		$ 13,900	
	4th - 5th St	48	400		X		$ 20,000	
	5th - 6th St	48	400		X		$ 20,000	County Aid
	6th - 7th St	48	400		X		$ 20,000	County Aid
	7th - 9th St	48	800		X		$ 32,000	County Aid
4th St	Clay - West St	28	370			X	$ 51,900	
	West - Walnut St	19	400		X		$ 12,800	
West St	3rd - 4th St	24	400			X	$ 51,600	
	5th - 6th St	24	400			X	$ 51,600	
	6th - 7th St	20	400		X		$ 13,000	
	7th - 8th St	34	400			X	$ 59,600	
	8th - 9th St	24	400		X		$ 14,700	
8th St	West - Clay St	34	370			X	$ 56,300	
	Main - East St	24	700			X	$ 78,700	
Alley	5th - 6th St	24	400		X		$ 13,900	
Mantor Dr	South of 5th St	18	1900		X		$ 29,700	
Riverview Rd	CR 12 - Zumbro Ridge Dr	18	500		X		$ 13,700	
	Zumro Ridge - Amy Ln	18	900		X		$ 18,300	
Amy Ln	Riverview - Zumbro Ridge Dr	18	350		X		$ 12,000	
Zumbro Ridge Dr	Riverview - Amy Ln	18	1020		X		$ 19,600	
East St	7th - 8th St	24	470			X	$ 57,900	
7th St	East - Blanch St	24	400			X	$ 51,600	
Blanch St	7th - 8th St	28	400			X	$ 54,800	
	8th - 9th St	24	400			X	$ 51,600	
10th St	Main - Blanch St	18	500			X	$ 54,700	
6th St	Clay - Main St	34	330			X	$ 51,900	
			6-10 Year Construction Subtotal				$ 1,058,600	
			Contingencies (10%)				$ 105,900	
			Engr, Legal, Admin. (20%)				$ 232,900	
			6-10 Year Total				$ 1,397,400	
			Grand Total				$ 2,661,700	

Engineer's Opinion of Probable Construction Costs						
Golfview and Eagle Ct Seal Coat						
6878.17						
Mantorville, MN						
6878.17						
3-Nov-17						
Line	Item Description	Approx. Quantities	Unit of Measure		Unit Price	Total Amount
1	Mobilization	1	LS	@	$10,000.00	$10,000.00
2	Reclaim Bituminous Road Pavement	2,909	SY	@	$10.00	$29,086.67
3	Bituminous Material for Seal Coat, CRS-2p (2 Coats)	1,862	Gal	@	$5.00	$9,307.73
4	Seal Coat Aggregate (FA-2, Class A) Gray 1/4" Trap Rock (2 Coats)	73	Ton	@	$45.00	$3,272.25
5	Shape Aggregate Base	1	LS	@	$10,000.00	$10,000.00
					Subtotal	$61,666.65
					Contingencies 10%	$6,166.67
					Engineering 15%	$10,175.00
					Total	$78,008.31

Engineer's Opinion of Probable Construction Costs						
3rd, 4th, 5th Reconstruction						
Mantorville, MN						
14-Aug-18						
Line	Item Description	Approx. Quantities	Unit of Measure		Unit Price	Total Amount
Phase 1: Chestnut Street + 5th & 4th St. from Chesnut to Walnut						
1	Mobilization	1.00	Lump Sum	@	$15,000.00	$15,000.00
2	Clearing & Grubbing	2.00	Each	@	$500.00	$1,000.00
3	Remove Bit. Pavement	3,780.00	S.Y.	@	$5.00	$18,900.00
4	Remove Conc. Pavement	185.00	S.Y.	@	$8.00	$1,480.00
5	Remove Ex. Watermain	1,560.00	L.F.	@	$10.00	$15,600.00
6	Remove Ex. Water Service	17.00	Each	@	$300.00	$5,100.00
7	Remove Ex. Gate Valve & Box	4.00	Each	@	$350.00	$1,400.00
8	Remove Ex. Hydrant	2.00	Each	@	$1,000.00	$2,000.00
9	Remove Ex. Sanitary Sewer	1,170.00	L.F.	@	$3.00	$3,510.00
10	Remove Ex. Sanitary Structure	3.00	Each	@	$500.00	$1,500.00
11	Adjust Gate Valve & Box		Each	@		$0.00
12	Adjust Frame & Ring Casting		Each	@		$0.00
13	Common Excavation	1,045.00	C.Y.	@	$15.00	$15,675.00
14	Subgrade Preparation	15.00	Road Stations	@	$500.00	$7,500.00
15	Breaker Run	630.00	C.Y.	@	$30.00	$18,900.00
16	Geotextile Fabric	3,780.00	S.Y.	@	$2.25	$8,505.00
17	Aggregate Base Class 5	1,045.00	C.Y.	@	$30.00	$31,350.00
18	Topsoil Borrow		C.Y.	@	$20.00	$0.00
19	Bit. Pavement-Wearing	480.00	Tons	@	$100.00	$48,000.00
20	Bit. Pavement-Non Wearing	480.00	Tons	@	$100.00	$48,000.00
21	Conc. Driveway Apron	150.00	S.Y.	@	$55.00	$8,250.00
22	Conc. Sidewalk	145.00	S.Y.	@	$6.00	$870.00
23	Silt Fence	445.00	L.F.	@	$2.00	$890.00
24	Stabilized Construction Entrance	3.00	Each	@	$1,000.00	$3,000.00
25	Ditch Check	6.00	Each	@	$200.00	$1,200.00
26	Turf Establishment	800.00	S.Y.	@	$6.00	$4,800.00
27	Relocate Sign	1.00	Each	@	$150.00	$150.00
28	Relocate Mailbox	3.00	Each	@	$150.00	$450.00
29	Traffic Control	1.00	Lump Sum	@	$2,500.00	$2,500.00
30	Exploratory Excavation	5.00	Hours	@	$250.00	$1,250.00
31	Connect to Ex. Watermain	2.00	Each	@	$1,000.00	$2,000.00
32	8" Watermain	1,560.00	L.F.	@	$50.00	$78,000.00
33	6" Hydrant	2.00	Each	@	$5,000.00	$10,000.00
34	Gate Valve & Box	4.00	Each	@	$2,000.00	$8,000.00
35	Watermain Fittings	750.00	Pounds	@	$7.00	$5,250.00
36	1" Water Service-Copper Pipe	150.00	L.F.	@	$30.00	$4,500.00
37	Curb Stop	15.00	Each	@	$250.00	$3,750.00
38	Corporation Stop	15.00	Each	@	$250.00	$3,750.00
39	Temporary Water Service	0.25	Lump Sum	@	$5,000.00	$1,250.00
40	Connect to Ex. Sanitary Sewer	2.00	Each	@	$500.00	$1,000.00
41	8" PVC Sanitary Sewer	1,170.00	L.F.	@	$45.00	$52,650.00
42	Sanitary Manhole	3.00	Each	@	$3,500.00	$10,500.00
43	PVC Wye	16.00	Each	@	$150.00	$2,400.00
44	6" PVC Sanitary Service-PVC Pipe	320.00	L.F.	@	$40.00	$12,800.00
					Phase 1	$462,630.00
					Contingencies 10%	$46,263.00
					Engineering 15%	$76,333.95

Engineer's Opinion of Probable Construction Costs						
3rd, 4th, 5th Reconstruction						
Mantorville, MN						
14-Aug-18						
Line	Item Description	Approx. Quantities	Unit of Measure		Unit Price	Total Amount
					Total	**$585,226.95**
Phase 2: Walnut Street + 5th, 4th, & 3rd St. from Walnut to West						
1	Mobilization	1.00	Lump Sum	@	$15,000.00	$15,000.00
2	Clearing & Grubbing	1.00	Each	@	$500.00	$500.00
3	Remove Bit. Pavement	6,250.00	S.Y.	@	$5.00	$31,250.00
4	Remove Conc. Pavement	350.00	S.Y.	@	$8.00	$2,800.00
5	Remove Ex. Watermain	1,720.00	L.F.	@	$10.00	$17,200.00
6	Remove Ex. Water Service	18.00	Each	@	$300.00	$5,400.00
7	Remove Ex. Gate Valve & Box	3.00	Each	@	$350.00	$1,050.00
8	Remove Ex. Hydrant	2.00	Each	@	$1,000.00	$2,000.00
9	Remove Ex. Sanitary Sewer	1,625.00	L.F.	@	$3.00	$4,875.00
10	Remove Ex. Sanitary Structure	8.00	Each	@	$500.00	$4,000.00
11	Adjust Gate Valve & Box		Each	@		$0.00
12	Adjust Frame & Ring Casting	1.00	Each	@		$0.00
13	Common Excavation	1,800.00	C.Y.	@	$15.00	$27,000.00
14	Subgrade Preparation	23.50	Road Stations	@	$500.00	$11,750.00
15	Breaker Run	1,075.00	C.Y.	@	$30.00	$32,250.00
16	Geotextile Fabric	6,500.00	S.Y.	@	$2.25	$14,625.00
17	Aggregate Base Class 5	1,800.00	C.Y.	@	$30.00	$54,000.00
18	Topsoil Borrow		C.Y.	@	$20.00	$0.00
19	Bit. Pavement-Wearing	800.00	Tons	@	$100.00	$80,000.00
20	Bit. Pavement-Non Wearing	800.00	Tons	@	$100.00	$80,000.00
21	Conc. Driveway Apron	373.00	S.Y.	@	$55.00	$20,515.00
22	Conc. Sidewalk	150.00	S.Y.	@	$6.00	$900.00
23	Silt Fence		L.F.	@	$2.00	$0.00
24	Stabilized Construction Entrance	4.00	Each	@	$1,000.00	$4,000.00
25	Ditch Check		Each	@	$200.00	$0.00
26	Turf Establishment		S.Y.	@	$6.00	$0.00
27	Relocate Sign	2.00	Each	@	$150.00	$300.00
28	Relocate Mailbox		Each	@	$150.00	$0.00
29	Traffic Control	1.00	Lump Sum	@	$2,500.00	$2,500.00
30	Exploratory Excavation	5.00	Hours	@	$250.00	$1,250.00
31	Connect to Ex. Watermain		Each	@	$1,000.00	$0.00
32	8" Watermain	1,720.00	L.F.	@	$50.00	$86,000.00
33	6" Hydrant	2.00	Each	@	$5,000.00	$10,000.00
34	Gate Valve & Box	3.00	Each	@	$2,000.00	$6,000.00
35	Watermain Fittings	850.00	Pounds	@	$7.00	$5,950.00
36	1" Water Service-Copper Pipe	180.00	L.F.	@	$30.00	$5,400.00
37	Curb Stop	18.00	Each	@	$250.00	$4,500.00
38	Corporation Stop	18.00	Each	@	$250.00	$4,500.00
39	Temporary Water Service	0.25	Lump Sum	@	$5,000.00	$1,250.00
40	Connect to Ex. Sanitary Sewer		Each	@	$500.00	$0.00
41	8" PVC Sanitary Sewer	1,625.00	L.F.	@	$45.00	$73,125.00
42	Sanitary Manhole	8.00	Each	@	$3,500.00	$28,000.00
43	PVC Wye	19.00	Each	@	$150.00	$2,850.00
44	6" PVC Sanitary Service-PVC Pipe	380.00	L.F.	@	$40.00	$15,200.00
					Phase 2	$655,940.00

Engineer's Opinion of Probable Construction Costs						
3rd, 4th, 5th Reconstruction						
Mantorville, MN						
14-Aug-18						
Line	Item Description	Approx. Quantities	Unit of Measure		Unit Price	Total Amount
					Contingencies 10%	$65,594.00
					Engineering 15%	$108,230.10
					Total	**$829,764.10**
Phase 3: West Street + 5th, 4th, & 3rd St. from West to Clay						
1	Mobilization	1.00	Lump Sum	@	$15,000.00	$15,000.00
2	Clearing & Grubbing		Each	@	$500.00	$0.00
3	Remove Bit. Pavement	7,160.00	S.Y.	@	$5.00	$35,800.00
4	Remove Conc. Pavement	415.00	S.Y.	@	$8.00	$3,320.00
5	Remove Conc. Curb & Gutter	205.00	L.F.	@	$6.00	$1,230.00
6	Remove Bit. Curb	100.00	L.F.	@	$5.00	$500.00
7	Remove Ex. Watermain	2,000.00	L.F.	@	$10.00	$20,000.00
8	Remove Ex. Water Service	13.00	L.F.	@	$300.00	$3,900.00
9	Remove Ex. Gate Valve & Box	4.00	Each	@	$350.00	$1,400.00
10	Remove Ex. Hydrant	4.00	Each	@	$1,000.00	$4,000.00
11	Remove Ex. Sanitary Sewer	2,450.00	L.F.	@	$3.00	$7,350.00
12	Remove Ex. Sanitary Structure	7.00	Each	@	$500.00	$3,500.00
13	Adjust Gate Valve & Box		Each	@		$0.00
14	Adjust Frame & Ring Casting		Each	@		$0.00
15	Common Excavation	1,990.00	C.Y.	@	$15.00	$29,850.00
16	Subgrade Preparation	22.25	Road Station	@	$500.00	$11,125.00
17	Breaker Run	1,200.00	C.Y.	@	$30.00	$36,000.00
18	Geotextile Fabric	7,160.00	S.Y.	@	$2.25	$16,110.00
19	Aggregate Base Class 5	1,990.00	C.Y.	@	$30.00	$59,700.00
20	Topsoil Borrow		C.Y.	@	$20.00	$0.00
21	Bit. Pavement-Wearing	915.00	Tons	@	$100.00	$91,500.00
22	Bit. Pavement-Non Wearing	915.00	Tons	@	$100.00	$91,500.00
23	Conc. Driveway Apron	230.00	S.Y.	@	$55.00	$12,650.00
24	Conc. Sidewalk	80.00	S.Y.	@	$6.00	$480.00
25	Pedestrian Ramp w/ Truncated Domes	2.00	Each	@	$500.00	$1,000.00
26	Conc. Curb & Gutter	305.00	L.F.	@	$20.00	$6,100.00
27	Silt Fence		L.F.	@	$2.00	$0.00
28	Stabilized Construction Entrance	4.00	Each	@	$1,000.00	$4,000.00
29	Ditch Check	2.00	Each	@	$200.00	$400.00
30	Inlet Protection	3.00	Each	@	$250.00	$750.00
31	Turf Establishment		S.Y.	@	$6.00	$0.00
32	Relocate Sign	3.00	Each	@	$150.00	$450.00
33	Relocate Mailbox		Each	@	$150.00	$0.00
34	Traffic Control	1.00	Lump Sum	@	$2,500.00	$2,500.00
35	Exploratory Excavation	5.00	Hours	@	$150.00	$750.00
36	Connect to Ex. Watermain	1.00	Each	@	$1,000.00	$1,000.00
37	8" Watermain	2,000.00	L.F.	@	$50.00	$100,000.00
38	6" Hydrant	4.00	Each	@	$5,000.00	$20,000.00
39	Gate Valve & Box	4.00	Each	@	$2,000.00	$8,000.00
40	Watermain Fittings	1,000.00	Pounds	@	$7.00	$7,000.00
41	1" Water Service-Copper Pipe	130.00	L.F.	@	$30.00	$3,900.00
42	Curb Stop	15.00	Each	@	$250.00	$3,750.00
43	Corporation Stop	15.00	Each	@	$250.00	$3,750.00

Engineer's Opinion of Probable Construction Costs						
3rd, 4th, 5th Reconstruction						
Mantorville, MN						
14-Aug-18						
Line	Item Description	Approx. Quantities	Unit of Measure		Unit Price	Total Amount
44	Temporary Water Service	0.25	Lump Sum	@	$5,000.00	$1,250.00
45	Connect to Ex. Sanitary Sewer	3.00	Each	@	$500.00	$1,500.00
46	8" PVC Sanitary Sewer	2,450.00	L.F.	@	$45.00	$110,250.00
47	Sanitary Manhole	7.00	Each	@	$3,500.00	$24,500.00
48	PVC Wye	19.00	Each	@	$150.00	$2,850.00
49	6" PVC Sanitary Service-PVC Pipe	380.00	L.F.	@	$40.00	$15,200.00
					Phase 3	$763,815.00
					Contingencies 10%	$76,381.50
					Engineering 15%	$126,029.48
					Total	**$966,225.98**
Phase 4: Clay Street + 5th & 4th St. from Clay to Main						
1	Mobilization	1.00	Lump Sum	@	$15,000.00	$15,000.00
2	Clearing & Grubbing	1.00	Each	@	$500.00	$500.00
3	Remove Bit. Pavement	9,890.00	S.Y.	@	$5.00	$49,450.00
4	Remove Conc. Pavement	525.00	S.Y.	@	$8.00	$4,200.00
5	Remove Conc. Curb & Gutter	2,735.00	L.F.	@	$6.00	$16,410.00
6	Remove Ex. Watermain	1,745.00	L.F.	@	$10.00	$17,450.00
7	Remove Ex. Water Service	18.00	Each	@	$300.00	$5,400.00
8	Remove Ex. Gate Valve & Box	3.00	Each	@	$350.00	$1,050.00
9	Remove Ex. Hydrant	4.00	Each	@	$1,000.00	$4,000.00
10	Remove Ex. Sanitary Sewer	1,260.00	L.F.	@	$3.00	$3,780.00
11	Remove Ex. Sanitary Structure	3.00	Each	@	$500.00	$1,500.00
12	Remove Ex. Catch Basin	15.00	Each	@	$500.00	$7,500.00
13	Remove Ex. Storm Pipe	1,980.00	L.F.	@	$5.00	$9,900.00
14	Adjust Gate Valve & Box		Each	@		$0.00
15	Adjust Frame & Ring Casting		Each	@		$0.00
16	Common Excavation	2,745.00	C.Y.	@	$15.00	$41,175.00
17	Subgrade Preparation	18.85	Road Stations	@	$500.00	$9,425.00
18	Breaker Run	1,645.00	C.Y.	@	$30.00	$49,350.00
19	Geotextile Fabric	9,890.00	S.Y.	@	$2.25	$22,252.50
20	Aggregate Base Class 5	2,745.00	C.Y.	@	$30.00	$82,350.00
21	Topsoil Borrow		C.Y.	@	$20.00	$0.00
22	Bit. Pavement-Wearing	1,265.00	Tons	@	$100.00	$126,500.00
23	Bit. Pavement-Non Wearing	1,265.00	Tons	@	$100.00	$126,500.00
24	Conc. Driveway Apron	45.00	S.Y.	@	$55.00	$2,475.00
25	Conc. Sidewalk	480.00	S.Y.	@	$6.00	$2,880.00
26	Conc. Curb & Gutter	2,735.00	L.F.	@	$20.00	$54,700.00
27	Pedestrian Ramp w/ Truncated Domes	4.00	Each	@	$500.00	$2,000.00
28	Silt Fence		L.F.	@	$2.00	$0.00
29	Stabilized Construction Entrance	3.00	Each	@	$1,000.00	$3,000.00
30	Ditch Check		Each	@	$200.00	$0.00
31	Inlet Protection	12.00	Each	@	$250.00	$3,000.00
32	Turf Establishment		S.Y.	@	$6.00	$0.00
33	Relocate Sign	5.00	Each	@	$150.00	$750.00
34	Relocate Mailbox		Each	@	$150.00	$0.00
35	Traffic Control	1.00	Lump Sum	@	$2,500.00	$2,500.00
36	Exploratory Excavation	10.00	Hours	@	$150.00	$1,500.00

Engineer's Opinion of Probable Construction Costs						
3rd, 4th, 5th Reconstruction						
Mantorville, MN						
14-Aug-18						
Line	Item Description	Approx. Quantities	Unit of Measure		Unit Price	Total Amount
37	Storm Sewer	1,980.00	L.F.	@	$35.00	$69,300.00
38	Storm Catch Basin	15.00	Each	@	$2,000.00	$30,000.00
39	Connect to Ex. Watermain	2.00	Each	@	$1,000.00	$2,000.00
40	8" Watermain	1,520.00	L.F.	@	$50.00	$76,000.00
41	6" Hydrant	4.00	Each	@	$5,000.00	$20,000.00
42	Gate Valve & Box	3.00	Each	@	$2,000.00	$6,000.00
43	Watermain Fittings	750.00	Pounds	@	$7.00	$5,250.00
44	1" Water Service-Copper Pipe	180.00	L.F.	@	$30.00	$5,400.00
45	Curb Stop	18.00	Each	@	$250.00	$4,500.00
46	Corporation Stop	15.00	Each	@	$250.00	$3,750.00
47	Temporary Water Service	0.25	Lump Sum	@	$5,000.00	$1,250.00
48	Connect to Ex. Sanitary Sewer	2.00	Each	@	$500.00	$1,000.00
49	8" PVC Sanitary Sewer	1,260.00	L.F.	@	$45.00	$56,700.00
50	Sanitary Manhole	3.00	Each	@	$3,500.00	$10,500.00
51	PVC Wye	14.00	Each	@	$150.00	$2,100.00
52	6" PVC Sanitary Service-PVC Pipe	280.00	L.F.	@	$40.00	$11,200.00
					Phase 4	$971,447.50
					Contingencies 10%	$97,144.75
					Engineering 15%	$160,288.84
					Total	**$1,228,881.09**


PHASE 3
PHASE 2
PHASE 1
SIXTH ST.
FIFTH ST.
FOURTH ST.
THIRD ST.
MAIN ST.
CHESTNUT ST.
WALNUT ST.
WEST ST.
CLAY ST.
12
8
3
13
9
2
14
10
1
1
15
16
4
4
3
3

Memorandum

To: Mayor and City Council

From: Cami Reber

Date: 1/28/2019

Re: Dog Impounds

Per direction at the last City Council meeting, staff contacted the Vet Clinic in Pine Island and they would be willing to take our impound animals. Attached is an updated Fee Schedule based on discussion with them. Per our City Ordinance currently in place, the animal would be held for 5 days and if not claimed it would be up to the City to enforce next steps. In the past, animals have been sent to Paws and Claws for adoption.

It would still be up to the City to transport the animal to the Vet Clinic and we are still working on a place to hold them at when they are picked up after hours/weekends. If the Council wants to approve using Tri County Vet Clinic for our dog impounds and the attached fees, we will work out the rest with the Dodge County Sheriffs Department and bring that update back to Council.

IMPOUNDS

Tri County Vet Clinic

101 County Road 11

Pine Island, MN

Work number 507-356-8909

Home number 507-356-8841

He is willing to take Impounds for the City of Mantorville

He will not charge an Impound fee

His boarding fees are $15 a day

Rabies Vaccination is $9.00

Euthanasia, goes by Weight 25 lbs, $25

Cremation starts at $37 goes by weight

City of Mantorville
Impound Payment & Release Form

Owner's Name________________________________ Date ____________________

Address ____________________________________ Phone # __________________

____

Dog's Name ____ Tag # ________

CHAPTER 90: ANIMALS

Running at Large Prohibited. No dog shall be permitted to run at large within the limits of this City.

Impounding. The owner of an impounded dog shall pay to the City Clerk's Office a pickup fee of $50.00. In addition, thereto, the owner of any impounded dog shall pay to the City Clerk's Office the current boarding fees, charged to the City. Tri County Vet Clinic or any successor kennel or veterinarian appointed by the City Council, together with the cost of a current rabies vaccination which shall be ordered by the City unless the owner of such dog provides to the City Clerk's Office a certificate from a qualified veterinarian showing the dog is current with the rabies vaccination. Before any impounded unlicensed dog is released to its owner, the owner must pay the license fee of $25.00.

Pick Up Fee: **$ 50.00**

License Fee: **$ 25.00**

Boarding Fees:

$15.00 a Day x ________

Rabies Vaccination: **$9.00**

Euthanasia: **$** ________

25 lbs. for $25 - Price Depends on Weight

Cremation:

Starts at $37 - Price Depends on Weight

Total Due $ __________

____

Date Paid:____________________________

Amount Paid:__________________________

Received By __________________________

owner a certificate and metallic tag for each dog licensed. Every owner shall be required to provide each dog with a collar to which the license tag must be affixed, and shall see that the collar and tag are constantly worn. In case a dog tag is lost or destroyed, a duplicate shall be issued by the City Clerk-Treasurer's office. A charge shall be made for each duplicate tag in an amount established by the City Council, and as amended from time to time. Dog tags shall not be transferable from 1 dog to another and no refunds shall be made on any dog license fee or tag because of death of a dog or the owners leaving the city.

(4) The licensing provisions of this division (B) shall not apply to dogs whose owners are non-residents temporarily within the city, nor to dogs brought into the city for the purpose of participating in any dog show, nor shall this provision apply to seeing eye dogs properly trained to assist blind persons for the purpose of aiding them in going from place to place.

(5) The funds received by the City Clerk-Treasurer's office from all dog license and metallic tags fees as established by the City Council, and as amended from time to time, shall first be used to defray any costs incidental to the enforcement of this subchapter; including, but not restricted to, the costs of licenses, metallic tags, and impounding and maintenance of the dogs.

(C) *Vaccination.*

(1) All dogs kept harbored, maintained, or transported within the city shall be vaccinated at least once every 2 years by a licensed veterinarian for rabies - with a live modified vaccine.

(2) A certificate of vaccination must be kept on which is stated the date of vaccination, owners name and address, the dog's name (if applicable), sex, description and weight, the type of vaccine, and the veterinarians signature. Upon demand made by the City Clerk-Treasurer's office or a law enforcement officer, the owner shall present for examination the required certificate of vaccination for the dog. In cases where certificates are not presented, the owner or keeper of the dog shall have 7 days in which to present the certificate to the City Clerk-Treasurer's office or law enforcement officer. Failure to do so shall be deemed a violation of this section.

90.03 IMPOUNDING.

(A) *Running at large.* Any dog running at large is hereby declared a public nuisance. A law enforcement officer may impound any dog unlicensed or any dog found running at large and shall give notice of the impounding of the dog to the City Clerk-Treasurer's office. The law enforcement officer shall not enter the property of the owner of a dog found running at large, or the owner of an unlicensed dog, unless the officer has first obtained the permission of the owner to do so or has obtained a warrant issued by a court of competent jurisdiction to search for and seize the dog. In case the owner is unknown, the City Clerk-Treasurer's office shall post notice at the city office that if the dog is not claimed within the time specified in division (C) of this section, it will be sold or otherwise disposed of. Except as otherwise provided in this section, it shall be unlawful to kill, destroy, or otherwise cause injury to any animal, including dogs running at large.

(B) *Biting dogs.* Any dog that has not been inoculated by a live modified rabies vaccine and which has bitten any person, wherein the skin has been punctured or the services of a doctor are required, shall be confined for a period of not less than 10 days, at the expense of the owner. The dog may be released at the end of the time if healthy and free from symptoms of rabies, and the payment of all costs by the owner. However, if the owner of the dog shall elect immediately upon receipt of notice of need for the confinement by the officer to voluntarily and immediately confine the dog for the required period of time in a veterinary hospital of the owners choosing, not outside Dodge County, and provide immediate proof of confinement in the manner as may be required, the owner may do so. If, however, the dog has been inoculated with a live modified rabies vaccine and the owner has proof of the vaccination by a certificate from a licensed veterinarian, the owner may confine the dog to the owner's property.

(C) *Reclaiming.* All dogs conveyed to the designated shelter shall be kept, with humane treatment and sufficient food and water for their comfort, at least 5 regular business days, unless the dog is a dangerous dog as defined under § 90.09 in which case it shall be kept for 7 regular business days or the times specified in § 90.09, and except if the dog is a cruelly-treated dog in which case it shall be kept for 10 regular business days, unless sooner reclaimed by their owners or keepers as provided by this section. In case the owner or keeper shall desire to reclaim the dog from the pound, the following shall be required, unless otherwise provided for in this code or established from time to time by resolution of the City Council:

(1) Payment of the release fee and receipt of a release permit as established by the City Council, and as amended from time to time;

(2) Payment of maintenance costs, as provided by the pound, per day or any part of day while the dog is in the pound; and

(3) If a dog is unlicensed, payment of a regular license fee as established by the City Council, and as amended from time to time, and a valid certificate of vaccination for rabies shots is required.

(D) *Unclaimed dogs.* At the expiration of the times established in division (C) of this section, if the dog has not been reclaimed in accordance with the provisions of this section, the officer appointed to enforce this section may let any person claim the dog by complying with all provisions in this section or cause the dog to be destroyed in a proper and humane manner and shall properly dispose of the remains thereof. Any money collected under this section shall be payable to the City Clerk-Treasurer's office.

90.04 KENNELS.

(A) *Definition of Kennel.* The keeping of more than three (3) dogs on the same premises, whether owned by the same person or not and for whatever purpose kept, shall constitute a "Kennel"; except that a fresh litter of pups may be kept for a period of six (6) months before that keeping shall be deemed to be a Kennel.

Memorandum

To: Mayor and City Council

From: Cami Reber

Date: 1/28/2019

Re: Kennel Fee

Section 90.04 of the City Code Titled Kennels, requires someone who keeps more than 3 dogs on the premises, to apply for a Kennel license. In order to obtain one, the City is required to hold a public hearing and send mailed notice out to everyone within 250' of the property. If granted, the license is good for 1 year. Subsequent renewals take place every 2 years. Licenses are issued to the owner of the property or person in possession of the property. It doesn't stay with the property.

Upon review of the master fee schedule, I noted there was never a fee established for this. There could be a request in the near future from someone applying for one. Therefore, the City needs to establish a fee.

As a reminder, fees are set in order to recover the cost involved in issuing the permit, which includes staff time pulling together all properties within the 250', creating and mailing notice of the public hearing, putting together the resolution for approval and then future notice for renewal. Based on that, I would recommend a one-time fee be set not to exceed $150.

at large.

(B) *Biting dogs.* Any dog that has not been inoculated by a live modified rabies vaccine and which has bitten any person, wherein the skin has been punctured or the services of a doctor are required, shall be confined for a period of not less than 10 days, at the expense of the owner. The dog may be released at the end of the time if healthy and free from symptoms of rabies, and the payment of all costs by the owner. However, if the owner of the dog shall elect immediately upon receipt of notice of need for the confinement by the officer to voluntarily and immediately confine the dog for the required period of time in a veterinary hospital of the owners choosing, not outside Dodge County, and provide immediate proof of confinement in the manner as may be required, the owner may do so. If, however, the dog has been inoculated with a live modified rabies vaccine and the owner has proof of the vaccination by a certificate from a licensed veterinarian, the owner may confine the dog to the owner's property.

(C) *Reclaiming.* All dogs conveyed to the designated shelter shall be kept, with humane treatment and sufficient food and water for their comfort, at least 5 regular business days, unless the dog is a dangerous dog as defined under § 90.09 in which case it shall be kept for 7 regular business days or the times specified in § 90.09, and except if the dog is a cruelly-treated dog in which case it shall be kept for 10 regular business days, unless sooner reclaimed by their owners or keepers as provided by this section. In case the owner or keeper shall desire to reclaim the dog from the pound, the following shall be required, unless otherwise provided for in this code or established from time to time by resolution of the City Council:

(1) Payment of the release fee and receipt of a release permit as established by the City Council, and as amended from time to time;

(2) Payment of maintenance costs, as provided by the pound, per day or any part of day while the dog is in the pound; and

(3) If a dog is unlicensed, payment of a regular license fee as established by the City Council, and as amended from time to time, and a valid certificate of vaccination for rabies shots is required.

(D) *Unclaimed dogs.* At the expiration of the times established in division (C) of this section, if the dog has not been reclaimed in accordance with the provisions of this section, the officer appointed to enforce this section may let any person claim the dog by complying with all provisions in this section or cause the dog to be destroyed in a proper and humane manner and shall properly dispose of the remains thereof. Any money collected under this section shall be payable to the City Clerk-Treasurer's office.

90.04 KENNELS.

(A) *Definition of Kennel.* The keeping of more than three (3) dogs on the same premises, whether owned by the same person or not and for whatever purpose kept, shall constitute a "Kennel"; except that a fresh litter of pups may be kept for a period of six (6) months before that keeping shall be deemed to be a Kennel.

(B) *Kennel License Required.* A license shall be required for any Kennel. All licenses shall be issued initially for a period of one year. After the first year, licenses may be renewed for periods of two years. Each license shall apply to a specific parcel of property and shall be issued to the either the owner of the property or the person in possession of the property.

(C) *Procedure for Issuance.* No Kennel license shall be issued until after a public hearing is held. Written notice of the public hearing shall be mailed to all owners of property within 250 feet of the outside perimeter of the property where the dogs will be kept. Published notice of the public hearing shall also occur. Publication and mailing of notices shall occur not less than ten (10) days prior to the public hearing.

(D) *Denial of License.* If a Kennel license application is denied, the City Clerk shall give the applicant written notice of the denial stating the reasons for the action.

(E) *Fees.* An initial Kennel license fee and a renewal license fee shall be established from time to time by resolution of the City Council. The license fees shall be at least adequate to reimburse the City for all costs of processing, publishing and mailing notices regarding any license or renewal.

(F) *Restrictions.*

(1) *Less than One-Half Acre.* If the property is less than one-half (1/2) acre, the City may grant or deny the Kennel license application on a case by case basis, taking into consideration the likelihood that a nuisance may be created. In granting any such license, the City may place any reasonable conditions on the license for the purpose of avoiding a nuisance, such as, for example, limiting the number of dogs allowed on the property, requiring the submission of a plan for removing waste, or requiring an enclosed shelter.

(2) *One-Half Acre or More.* If the property is one-half (1/2) acre or greater, the City shall grant the license, provided that if the Kennel will contain more than seven (7) dogs, the additional requirements and conditions for a Commercial Kennel, as defined and described in Section 90.04(G), shall apply.

(3) *Treatment of Animals; Inspection.* All dogs on the licensed property shall receive proper care and treatment to prevent and treat disease or malnourishment. The City's designated veterinarian may inspect the property and dogs whenever there is reason to suspect improper care or treatment.

(4) *License of Dogs.* Each dog kept in a Kennel shall be licensed as required in Section 90.02(B)(1).

(G) *Commercial Kennel.* A "Commercial Kennel" is a Kennel that contains more than seven (7) dogs, except that a new litter of pups may be kept for a period of six (6) months before that keeping shall be deemed to be a Commercial Kennel. In addition to the provisions of Section 90.04(A) – (F) above, the following requirements and conditions shall apply to a

Commercial Kennel license:

(1) Each animal enclosure in the Kennel shall be at least twenty (20) square feet.

(2) The Kennel shall provide shelter from the elements that includes a wood or cement floor.

(3) Animal waste shall be removed from the property in an expedited manner to avoid creating a health hazard or offensive odor outside of the property.

(4) The Kennel shall be designed to limit noise levels on adjacent properties to avoid creating a nuisance.

(5) The Kennel shall comply with the setback requirement for accessory structures in the zoning district where the property is located.

(6) All dogs housed in a commercial kennel shall be minimally vaccinated according to the standards established by the City's designated veterinarian.

(H) *Revocation of License.*

(1) *Transfer of Property.* A Kennel license shall be immediately and automatically revoked, without need for action by the City Council or staff, upon transfer of possession or ownership of the property for which the license has been granted.

(2) *Violation of License.* The City may revoke any Kennel license if the license holder has violated any of the requirements or conditions of the license, whether set forth in this ordinance or made applicable to the individual license by the City, including but not limited to the proper care and treatment of the animals. The City Clerk shall provide written notice of any such violation to the license holder, including a description of the violation and a statement that the violation must be corrected within ten (10) days. If the violation is not corrected within the ten (10) day period, the Council may either allow additional time for correction upon petition by the license holder or revoke the license and order that the number of dogs on the property be immediately reduced to three (3) or less. In no event shall the time for correction be extended beyond twenty (20) days from the date of notice. The license holder shall be given the opportunity to speak to the Council during the meeting in which the revocation is considered.

If the violation involves significant or imminent harm to the animals on the property, the City's designated veterinarian and the City Clerk shall immediately report the situation to law enforcement, in addition to providing notice of violation to the license holder.

(I) *Renewal of License.* After the initial license year and at the end of each renewal period, the City Clerk shall renew all Kennel licenses upon payment of the renewal fee prior to expiration of the license, provided that there have been no license violations. If there have been any license violations within the preceding period or if the license has expired, the license holder shall be required to submit a new license application. In the case where a significant violation or multiple violations have occurred, the Council shall have the discretion to deny the new application regardless of any contrary provision in this ordinance.

90.05 NUISANCES.

(A) *Habitual barking.* It shall be unlawful for any person to keep or harbor a dog which habitually barks or cries. ***HABITUAL BARKING*** shall be defined as barking for repeated intervals of at least 5 minutes with less than 1 minute of interruption. The barking must also be audible off of the owner's or caretaker's premises.

(B) *Damage to property.* It shall be unlawful for any person's dog to damage any lawn, garden, or other property, whether or not the owner has knowledge of the damage.

(C) *Cleaning up litter.* The owner of any dog or person having the custody or control of any dog shall be responsible for cleaning up any feces of the dog and disposing of the feces in a sanitary manner whether on their own property, on the property of others or on public property.

(D) *Warrant required.* The law enforcement officer shall not enter the property of the owner of a dog described in this section unless the officer has first obtained the permission of the owner to do so or has obtained a warrant issued by a court of competent jurisdiction to search for and seize the dog.

(E) *Other.* Any dogs kept contrary to this section are subject to impoundment as provided in § 90.03.

90.06 SEIZURE OF DOGS.

Any law enforcement officer may enter upon private property and seize any dog with the permission of the owner of the property, if that person is also the owner of the dog, provided that the following exist:

(A) There is an identified complainant other than the law enforcement officer making a contemporaneous complaint about the dog;

(B) The officer reasonably believes that the dog meets either the barking dog criteria set out in § 90.05(A); the criteria for cruelty set out in § 90.11; or the criteria for an at large dog set out in § 90.03(A);

(C) The officer can demonstrate that there has been at least 1 previous complaint of a barking dog; inhumane treatment of the dog; or that the dog was at large at this address on a prior date;

(D) The officer has made a reasonable attempt to contact the owner of the dog and the property to be entered and those attempts have either failed or have been ignored;

(E) The law enforcement officer shall not enter the property of the owner of a dog described

Memorandum

To: Mayor and City Council

From: Cami Reber

Date: 1/28/2019

Re: Pay Equity Report

State law requires all public jurisdictions such as cities, counties, and school districts to eliminate any gender-based wage inequities in compensation and submit reports to MMB. Pay Equity in Minnesota means comparable worth. It addresses gender – based disparities by requiring employers to use gender – neutral criteria to set wages. We are required to submit a report every 3 years.

Attached is the Pay Equity report put together based on current wage/salary structures that are in place. The only change to this report from 2016 is the position and points for Public Works Street Supervisor. We previously reported 2 PW Street worker positions but since then, Scott's position was changed to Supervisor.

The Personnel Committee has reviewed this and has no further changes to recommend. I am requesting that the City Council approve the Pay Equity Report as submitted.

Compliance Report

Jurisdiction:	Mantorville 21 Fifth Street East P.O. Box 188 Mantorville MN 55955	Report Year:	2019
		Case:	1 - 2019 (Private (Jur Only))

Contact: Camille Reber Phone: (507) 635-5170 E-Mail: cityofmant@kmtel.com

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	2	2	0	4
# Employees	2	2	0	4
Avg. Max Monthly Pay per employee	5,033.00	5,103.02		5,068.01

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 0.00 *

	Male Classes	Female Classes
a. # At or above Predicted Pay	2	2
b. # Below Predicted Pay	0	0
c. TOTAL	2	2
d. % Below Predicted Pay (b divided by c = d)	0.00	0.00

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 2	Value of T = 0.000

a. Avg. diff. in pay from predicted pay for male jobs = $0

b. Avg. diff. in pay from predicted pay for female jobs = $0

III. SALARY RANGE TEST = 0.00 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 0.00

B. Avg. # of years to max salary for female jobs = 0.00

IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

A. % of male classes receiving ESP 0.00 *

B. % of female classes receiving ESP 0.00

*(If 20% or less, test result will be 0.00)

Mantorville

Job Class Data Entry Verification List LGID 724

Case: 2019

Job Nbr	Class Title	Nbr Males	Nbr Females	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
1	Assistant City Clerk	0	1	F	169	$1,906.00	$3,813.00	0.00	4.50	
3	Public Works Street Worke	1	0	M	202	$2,340.00	$4,696.00	0.00	3.00	
2	Public Works Street Worke	1	0	M	231	$2,685.00	$5,370.00	0.00	4.50	
4	City Clerk Treasurer	0	1	F	275	$3,197.39	$6,393.04	0.00	14.00	

Job Number Count: 4