MANTORVILLE CITY COUNCIL MEETING AGENDA
MONDAY, MARCH 11, 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 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

5. Public Concerns

6. Public Hearing - None

7. Old Business/New Business
   a) City Prosecutor David Jacobsen – 2018 Prosecution Report
   b) City Facebook Page
   c) Application for City Logo Usage
   d) ReneSola Solar Subscription
   e) RESOLUTION 2019-06 A RESOLUTION ESTABLISHING CONNECTION CHARGES FOR THE CEMETERY ROAD SEWER EXTENSION PROJECT
   f) Spending Approval Park Board 2019 Budget Requests
   g) Safety Committee Presentation

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, FEBRUARY 11, 2019
6:30 PM

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

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

   Others Present: DCSO – Deputy Matt Wohlenhaus, John Buckingham, Gretta Becay, Tim Hruska, Scott Larsen, Joe Adams, Patti Chilson 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 Blair to approve the consent agenda as follows:
   a) City Council Meeting Minute's January 28, 2019
   b) Warrant List February 11, 2019
   c) EDA Meeting Minutes January 8, 2019
   d) Rental License Renewals 2019
   e) Notice of Dodge County Comprehensive Plan Public Information Meeting
   f) DCSO Activity Report January 2019

   Motion passed unanimously.

5. **Public Concerns** - None

6. **Public Hearing** - None

7. **Old Business/New Business**
   a) **3RD Street Loop Plans Approval**
   City Engineer, Tim Hruska, presented the 2019 Street Improvement project known as the 3rd Street Loop project which includes Clay and Walnut. There have been several water main breaks in the past along with the road being in very poor shape. This is a full road and utility reconstruct project. They are planning for a rural section going back in there as it exists with curb and gutter only along the East side of the park to allow for better drainage. Everything will be torn up from right of way to right of way. Due to the timing and with a completion date of August 16, 2019, they are proposing for sodding instead of seeding for lawn restoration. They should be able to get sod established before Marigold days. There are a couple of ped ramps being replaced and will tie in to the sidewalks along 4th Street also the addition of some sidewalk along the East side of 4th with a small sidewalk to the pavilion.

   The cost estimate for the project is $600,000 with bid opening to take place on March 21 and presentation to Council at the March 25 meeting. Member Blair noted one of the improvements is dropping of the water mane to a lower depth due to the frost depth. Tim explained that there is some rock excavation included in here and the water mane currently sits at 4' deep and they are planning to go a little deeper. The sewer will go back into the same trench. They are planning an 8" line for both water and sewer. Motion made by Member Blair, second by Member Hofstad to approve the plans and send the project out for bid. Motion passed unanimously.

   b) **Highway 57 PSA**
   Tim explained the Professional Service Agreement (PSA) for the Highway 57 project. This is to begin the engineering for the project. MN Dot approached the City about reconstructing Highway 57 in 2022. Even though the project is a ways away, there are a lot of hoops and hurdles to get through over the next couple years. The work will be spread out over the next

few years. The first step will be to start walking through drafting of the letter of intent with Mn Dot and putting together a cost participation list. They are planning for a lot of public involvement on this project. The work being done is in the Historic District so all of those folks will get involved early in the process. There is discussion on doing lighting improvements along this corridor so we plan to engage with Excel Energy and get those conversations going.

Mn Dot previously approached the City on this project. There is a cost participation which will be part of the agreement they will be drafting up. They pay for 100% of certain items, 90% of certain items, etc. Some costs are based on footage. They are anticipating July or August of 2021 to have plans done. The City will lead the design of the project, as the Council previously approved. The City will cover the design cost of the project and MN Dot covers the construction observation part, except for City utilities. The other part is that there is going to be a large impact to our downtown. We will start early conversations on construction access and navigating traffic in and around town which will take a couple of years to get this worked out. This a full reconstruct from right of way to right of way minus the block with the retaining walls.

Member Davern asked if things like this go out for RFP. Member Blair noted that we did not. Member Davern asked when would you go out for RFP for something of this size. Member Blair noted that predominantly, this is our City Engineer and we would stick with them. Mayor Bradford noted that we appoint these at the beginning of the year. There is a learning curve to be brought up to speed on what the City needs, the personality of the City, etc. Why would we have designations if we were just going to put every project out for bid. Member Davern noted that if they're big enough, she doesn't know that this is wrong. RFP's are there to make sure we are doing the appropriate amount of bidding for the tax payers services.

Member Davern noted that in the future she would like to see us discuss this instead of giving it to one specific company. Member Blair asked how you would bid this out because part of the whole project is coming up with the items to bid it out; who is going to design it for bid. Member Davern asked that we just consider it in the future when these types of projects come up. It's a way to be responsible. Council Members discussed and explained the process that the City takes when it comes to these projects. Member Davern noted that other cities do RFP's for projects and utilize different firms. She noted that she wants to make sure that the appropriate amount of bidding is being done for the tax payers' money.

Motion made by Member Blair, second by Member Christensen to approve the PSA with WHKS on the Trunk Highway 57 Improvements. Motion passed with Mayor Bradford and Members Blair, Christensen and Hofstad voting for and Member Davern abstaining.

c) **Connection Fees for Cemetery Road Project**

Tim explained the public information meeting held last week. Total project costs are $236,900. Based on past practice, the City covers 40% and the 10 parcels paying 60%. The City set a connection fee ordinance and this would go through that process. There was a question from one of the residents asking if they can install their own grinder pump. Typically, as part of the connection fee, the City would waive any other connections and SAC fee. If you're going to utilize the existing mane, we would charge the SAC fee and sewer connection charge plus they would pay the service line and check valve cost which all three charges would amount to about $6,000.

Member Davern asked why we aren't doing water and the road at the same time that we are doing the sewer. Tim explained there is no water on the south side, you would have long dead-end lines and you would have to have your own water infrastructure on that side to be able to service it. He continued to explain how this project came about. There was further discussion on why they aren't looking at extending water over there at this time or do road improvements. The road isn't in as bad of shape as others in the City that we looking at currently. She requested a breakdown of costs. Tim will send her the bid tabulation list. Discussion on the connection fee and stipulations; allow deferment of the connection fee for 2 years as long as a licensed septic system installer proves compliance of the current system, charge will increase by 4% each year, allow certification to property taxes if petitioned, allow to be spread over 15 years. Motion made by Member Davern, second by Member Blair to move forward with plans to set the public hearing date at the next available meeting and set the connection fees following past practice as described. Motion passed unanimously.

d) **Bids – Bath House Project**

The Council reviewed the bids received for the bath house project. The bids came in much higher than originally anticipated. Member Davern noted some other options she has found which would be much cheaper than the $147,000 we received for a bid. Discussion on the reason we are doing this project. Member Blair explained it is an added amenity but he isn't aware if we are losing business by not having one. Member Hofstad noted that the Park Board was looking at utilizing the empty building we have there. There was previous discussion on a fall out shelter/storm shelter or additional public bathrooms. A brief discussion on the online reservations option. Motion made by Member Blair, second by Member Hofstad to reject all bids for this project. Motion passed unanimously. Take the idea back to Park Board to figure out.

e) **Set Council Retreat Workshop Meeting**

The City Council set the Retreat Workshop meeting during the Monday March 25. 2019 regular City Council Meeting. They will do their normal business but focus on the large infrastructure projects. Mike Bubany will be asked to attend the meeting.

f) **Resolution 2019-05 A RESOLUTION AUTHORIZING CERTIFICATION OF A WATER CONNECTION CHARGE TO PID 25.427.0161**

Cami explained this is the previous approval of the Brannan water line connection and all of the information that the Council previously set. Motion made by Member Blair, second by Member Christensen to approve RESOLUTION 2019-05 A RESOLUTION AUTHORIZING CERTIFICATION OF A WATER CONNECTION CHARGE TO PID 25.427.0161. Motion passed unanimously.

g) **ReneSola Solar Power**

City Council discussed the updated information submitted. Member Davern commented on her learning that there were a number of cities that had previously entered into these kinds of agreements and when the companies went under, they had to pay a large amount of money to dismantle and dispose of the panels. Mayor Bradford feels this is a stronger proposal than what has been seen in the past but still has reservations. He thinks he heard that Xcel can vary the discount rate but our fixed fees are flat. He could see that as more gardens come online, the smaller ones have less value and the rate of return could go down. Member Hofstad not too sold on this. Member Blair noted the risk versus reward.

Member Davern asked if we would be responsible for the dismantle of the panels if the company goes under. Member Christensen noted this is a great opportunity but still has some questions. What is our plan for not moving forward and the justification for why we walk away from it. He wants to make sure we have considered everything before we just walk away from $300,000 over the next 20 years. Let's ask for input from other cities that are currently working with this company and ask how things are going. Are they going as planned, has there been weather items, etc. John Buckingham has a client that has some information that he will have sent to the City. Consensus of Council to have Cami outline the bullet points on things they discussed tonight, send to ReneSola to get answered, get input from other cities working with them, and send contract to Attorney to review. Discussion will continue on this.

8. **TBD**

a) **Public Works Report** – Scott noted the following:
They have everything ready for dogs, he touched base with the Township to get some extra sand on 5th Street East where there is a problem down in that valley, sand and fuel expense will be up a little, and they spent $800 on the Jefferson lift station heater that will keep the battery pack warm and keep from freezing up.

b) **City Clerk Report** – Cami noted the following:
She hasn't touched base on the legal team on the bridge sidewalk and will bring to next meeting, Chamber planning meeting is rescheduled for next Thursday February 21.

c) **Consultant Report** – None

d) **Committee Report**

- Chamber – Member Davern noted a snag on the City Face Book page discussion. Discussion on a new page being created which will be the official City FB page.
- EDA – Member Bradford talked with Abby Wright today on several items in regards to grants, EDA projects, walking tours, trails, etc. He is going to get her some additional information.
- Fire Department – Member Davern reported that there was no quorum but they had discussion on training. Member Hofstad noted air pack discussion going on.
- Township- Member Davern attended. They mostly had discussion on plowing and they are interested in the Highway 57 project and would like to stay updated on this.

e) **Council Member Report**

- Member Davern – Noted her committees start next Monday.
- Member Christensen – Noted a personal item he pushes – "Quick to listen, slow to speak". He feels this is very important.
- Member Hofstad – a reminder to help clean the hydrants and give a hand to the elderly. Member Davern asked if the KM group that offers assistance could come out and help to shovel hydrants. She is going to contact them.

f) **Mayor Report** – Mayor Bradford asked about any parking issues with the snow removal and Scott noted it has been a lot better this year.

9. **Executive Session** - None

10. **Adjourn** – Motion made by Member Hofstad, second by Member Davern to adjourn the meeting at 8:00 pm. Motion passed unanimously.

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Cami Reber, City Clerk Treasurer

MANTORVILLE,MN

*Check Summary Register©

March 2019

	Name	Check Date	Check Amt	
10100 Citizens State Bank				
UnPaid	AG PARTNERS		$1,242.23	B5 RED STATE TAX
UnPaid	AVESIS		$21.83	EMPLOYEE VISION FOR MARCH
UnPaid	BECKLEYS OFFICE PRODUCTS		$36.50	CITY HALL SHREDDING
UnPaid	CASEYS GENERAL STORES INC		$812.73	FUEL FOR STREETS 2019
UnPaid	CATEPILLAR FINANCIAL SERVIC		$36,662.53	NEW LOADER PAYMENT FOR 2019
UnPaid	CITY OF KASSON		$25,162.00	1ST QTR. 2019 PROCESSING FEES
UnPaid	CMS - CONSTRUCTION MGMT.S		$390.65	BUILDING INSPECTIONS FOR FEBRUARY 2
UnPaid	DELTA DENTAL OF MN		$269.80	EMPLOYER/EMPLOYEE DENTAL FOR MAR
UnPaid	DODGE COUNTY HIGHWAY DEP		$3,780.10	SALT & SAND FOR FEBRUARY
UnPaid	DODGE COUNTY INDEPENDENT		$180.00	AD FOR BIDS ON 3RD STREET PROJECT A
UnPaid	DODGE COUNTY RECORDER		$46.00	RECORDING FEE RESOLUTION RE: BRANN
UnPaid	DODGE COUNTY SHERIFF		$23,259.12	JANUARY SHERIFF'S PROTECTION
UnPaid	ELLINGSON COMPANIES		$539.43	2 GRINDER PUMP CIRCUIT BOARD PANELS
UnPaid	GOPHER STATE ONE CALL		$1.35	UTILITY LOCATES FOR FEB 2019
UnPaid	HEALTHSMART BENEFIT SOLUT		$48.00	EMPLOYEE PAID LIFE INSURANCE
UnPaid	INNOVATIVE OFFICE SOLUTION		$131.47	INK FOR THE FIRE DEPARTMENT
UnPaid	KASSON HARDWARE HANK		$39.20	MDH WATER SAMPLES
UnPaid	KENNEDY & GRAVEN, CHARTER		$890.10	LEGAL SERVICES THROUGH JANUARY 31,
UnPaid	K-M TELECOM		$442.68	CITY HALL MAIN 5170
UnPaid	MINNESOTA ENERGY RESOURC		$2,213.10	4016467-5 STREETS
UnPaid	MINNESOTA STATE COMMUNIT		$100.00	MOORHEAD FIRE SCHOOL FOR A. HARDWI
UnPaid	MN DEPARTMENT OF HEALTH		$607.00	1ST QTR 2019 MDH FEES
UnPaid	MOPS AND BUCKETS, LLC		$53.44	MARCH CLEANING
UnPaid	MUELLER SYSTEMS		$3,262.36	20 WATER METERS
UnPaid	NAPA		$40.69	COUPLING FOR THE FD
UnPaid	NOLTE, ROGER		$40.00	REIMBURSEMENT TO R. NOLTE. BATTERY
UnPaid	OFFICE DEPOT		$28.97	W2 FORMS AND ENVELOPES
UnPaid	ON SITE COMPUTERS, INC		$71.00	DAILY BACKUP AND MONITORING FOR MA
UnPaid	OWA ARCHITECTS		$5,361.50	BATHHOUSE PROJECT SERVICES TO PRO
UnPaid	PITNEY BOWES GLOBAL		$199.00	FEBRUARY 2019 POSTAGE
UnPaid	QUALITY FLOW SYSTEMS		$8,834.00	SUPPLY AND INSTALL NEW IMPELLERS FO
UnPaid	ROCHESTER CHAMBER OF COM		$342.00	2019 MEMBERSHIP
UnPaid	ULTIMATE SAFETY CONCEPTS, I		$160.50	INSPECTION AND TEST FIRE EXTINGUSHE
UnPaid	VERIZON WIRELESS		$26.97	WIFI FOR FD
UnPaid	XCEL ENERGY		$4,697.33	STREET LIGHTS
UnPaid	ZOLL MEDICAL CORPORATION		$3,000.66	NEW AED DEFIBRILLATOR OUT OF 2018 B
UnPaid	ZUMBRO VALLEY MUTUAL AID A		$25.00	2019 DUES
		Total Checks	$123,019.24	

MANTORVILLE,MN

Payments

Current Period: March 2019

Batch Name WAR 03 11 19 Payments

User Dollar Amt $129,077.75

Computer Dollar Amt $129,077.75

$0.00 **In Balance**

Refer 0 *AVESIS*

Cash Payment G 101-21715 Employee Paid Vision Plan EMPLOYEE VISION FOR MARCH $21.83
Invoice 2266260 3/11/2019
Transaction Date 3/4/2019 Citizens State Bank 10100 **Total** $21.83

Refer 0 *BECKLEYS OFFICE PRODUCTS*

Cash Payment E 101-41500-300 Professional Srvs (GENE CITY HALL SHREDDING $36.50
Invoice 45863 3/11/2019
Transaction Date 3/4/2019 Citizens State Bank 10100 **Total** $36.50

Refer 0 *CMS - CONSTRUCTION MGMT.SE*

Cash Payment E 101-42400-300 Professional Srvs (GENE BUILDING INSPECTIONS FOR FEBRUARY 2019 $390.65
Invoice 19-218 3/11/2019
Transaction Date 3/4/2019 Citizens State Bank 10100 **Total** $390.65

Refer 0 *CASEYS GENERAL STORES INC*

Cash Payment E 101-43100-212 Motor Fuels FUEL FOR STREETS 2019 $22.92
Invoice MARCH 2019 3/11/2019
Transaction Date 3/4/2019 Citizens State Bank 10100 **Total** $22.92

Refer 0 *CATEPILLAR FINANCIAL SERVICE*

Cash Payment E 101-43100-603 Short-Term Debt Princip NEW LOADER PAYMENT FOR 2019 $36,662.53
Invoice 19647846 3/11/2019
Transaction Date 3/4/2019 Citizens State Bank 10100 **Total** $36,662.53

Refer 0 *DELTA DENTAL*

Cash Payment G 101-21708 Dental Insurance EMPLOYER/EMPLOYEE DENTAL FOR MARCH 2019 $269.80
Invoice 7564819 3/11/2019
Transaction Date 3/4/2019 Citizens State Bank 10100 **Total** $269.80

Refer 0 *DODGE COUNTY INDEPENDENT*

Cash Payment E 101-41110-352 Publishing AD FOR BIDS ON 3RD STREET PROJECT AND UTILITY IMPROVEMENTS $180.00
Invoice 5889 3/11/2019 Project 18-003
Transaction Date 3/4/2019 Citizens State Bank 10100 **Total** $180.00

Refer 0 *ELLINGSON COMPANIES*

Cash Payment E 602-49450-220 Bldg.Repair and Mainten 2 GRINDER PUMP CIRCUIT BOARD PANELS - ONE FOR INGALLS AND 1 SPARE $539.43
Invoice 26139 3/11/2019
Transaction Date 3/4/2019 Citizens State Bank 10100 **Total** $539.43

Refer 0 *DODGE COUNTY SHERIFF*

Cash Payment E 101-42100-310 Other Professional Servi JANUARY SHERIFF'S PROTECTION $7,753.04
Invoice 1ST QTR. 2019 3/11/2019
Cash Payment E 101-42100-310 Other Professional Servi FEBRUARY SHERIFF'S PROTECTION $7,753.04
Invoice 1ST QTR. 2019 3/11/2019
Cash Payment E 101-42100-310 Other Professional Servi MARCH SHERIFF'S PROTECTION $7,753.04
Invoice 1ST QTR. 2019 3/11/2019
Transaction Date 3/4/2019 Citizens State Bank 10100 **Total** $23,259.12

Refer 0 *GOPHER STATE ONE CALL*

MANTORVILLE,MN

Payments

Current Period: March 2019

Cash Payment	E 602-49450-300 Professional Srvs (GENE	UTILITY LOCATES FOR FEB 2019		$1.35
Invoice 9020552	3/11/2019			
Transaction Date	3/4/2019	Citizens State Bank 10100	Total	$1.35
Refer	0 *INTERNAL REVENUE SERVICE*	Ck# 005323 3/11/2019		
Cash Payment	G 101-21701 Federal Withholding	FEDERAL W/H		$1,535.79
Invoice 2019 FEB	3/11/2019			
Cash Payment	G 101-21709 Medicare	MEDICARE W/H		$432.92
Invoice 2019 FEB	3/11/2019			
Cash Payment	G 101-21703 FICA Tax Withholding	SS W/H		$1,851.00
Invoice 2019 FEB	3/11/2019			
Transaction Date	3/4/2019	Citizens State Bank 10100	Total	$3,819.71
Refer	0 *INNOVATIVE OFFICE SOLUTIONS*	_		
Cash Payment	E 101-42200-217 Other Operating Supplie	INK FOR THE FIRE DEPARTMENT		$110.77
Invoice IN2412953	3/11/2019			
Cash Payment	E 101-41940-200 Supplies	OFFICE SUPPLIES FOR CITY HALL		$20.70
Invoice IN2412953	3/11/2019			
Transaction Date	3/4/2019	Citizens State Bank 10100	Total	$131.47
Refer	0 *K-M TELECOM*	_		
Cash Payment	E 101-41940-321 Communications Phone/	CITY HALL MAIN 5170		$110.49
Invoice MARCH 2019	3/11/2019			
Cash Payment	E 101-41940-321 Communications Phone/	CITY HALL - 5176 - 2ND LINE		$34.90
Invoice MARCH 2019	3/11/2019			
Cash Payment	E 101-41940-321 Communications Phone/	CITY HALL FAX 5300		$31.00
Invoice MARCH 2019	3/11/2019			
Cash Payment	E 101-42200-321 Communications Phone/	FD 5440		$31.00
Invoice MARCH 2019	3/11/2019			
Cash Payment	E 101-41940-321 Communications Phone/	STREETS - SHOP 5119		$80.99
Invoice MARCH 2019	3/11/2019			
Cash Payment	E 601-49400-321 Communications Phone/	WATER TOWER ALARM 3588		$41.00
Invoice MARCH 2019	3/11/2019			
Cash Payment	E 602-49450-321 Communications Phone/	LIFT STATION ALARM 5066		$31.00
Invoice MARCH 2019	3/11/2019			
Cash Payment	E 602-49450-321 Communications Phone/	WWTP 5463 ALARM		$31.00
Invoice MARCH 2019	3/11/2019			
Cash Payment	E 101-41940-321 Communications Phone/	LONG DISTANCE/TAXES/FEES		$49.30
Invoice MARCH 2019	3/11/2019			
Cash Payment	E 101-46500-437 Other Miscellaneous	EDA 800 NUMBER		$2.00
Invoice MARCH 2019	3/11/2019			
Transaction Date	3/4/2019	Citizens State Bank 10100	Total	$442.68
Refer	0 *KENNEDY & GRAVEN, CHARTERE*	_		
Cash Payment	E 101-41600-304 Legal Fees	LEGAL SERVICES THROUGH JANUARY 31, 2019		$890.10
Invoice 147100	3/11/2019			
Transaction Date	3/4/2019	Citizens State Bank 10100	Total	$890.10
Refer	0 *MINNESOTA REVENUE*	Ck# 005324 3/11/2019		
Cash Payment	G 101-21702 State Withholding	FEBRUARY STATE TAX W/H		$757.49
Invoice 2019 FEB	3/11/2019			
Transaction Date	3/4/2019	Citizens State Bank 10100	Total	$757.49
Refer	0 *MN PERA*	Ck# 005325 3/11/2019		

MANTORVILLE,MN

Payments

Current Period: March 2019

Cash Payment	G 101-21704 PERA	EMPLOYEE/EMPLOYER RETIREMENT		$1,211.64
Invoice 2019 PR4	3/11/2019			
Transaction Date	3/4/2019	Citizens State Bank 10100	**Total**	$1,211.64
Refer	0 *MN DEPARTMENT OF HEALTH*	-		
Cash Payment	E 601-49400-441 MDH FEE	1ST QTR 2019 MDH FEES		$607.00
Invoice 1ST QTR 2019	3/11/2019			
Transaction Date	3/4/2019	Citizens State Bank 10100	**Total**	$607.00
Refer	0 *MUELLER SYSTEMS*	-		
Cash Payment	E 601-49400-228 Equip. Repair and Mainte	20 WATER METERS		$3,262.36
Invoice 3968689	3/11/2019			
Transaction Date	3/4/2019	Citizens State Bank 10100	**Total**	$3,262.36
Refer	0 *HEALTHSMART BENEFIT SOLUTIO*	-		
Cash Payment	G 101-21711 Life Insurance Payable	EMPLOYEE PAID LIFE INSURANCE		$48.00
Invoice MARCH 2019	3/11/2019			
Transaction Date	3/4/2019	Citizens State Bank 10100	**Total**	$48.00
Refer	0 *OFFICE DEPOT*	-		
Cash Payment	E 101-41500-200 Supplies	W2 FORMS AND ENVELOPES		$28.97
Invoice 1/7/19	3/11/2019			
Transaction Date	3/4/2019	Citizens State Bank 10100	**Total**	$28.97
Refer	0 *PITNEY BOWES INC*	-		
Cash Payment	E 101-41500-322 Postage	FEBRUARY 2019 POSTAGE		$199.00
Invoice FEB 2019	3/11/2019			
Transaction Date	3/4/2019	Citizens State Bank 10100	**Total**	$199.00
Refer	0 *PAYMENT SERVICE NETWORK, IN*	Ck# 005326 3/11/2019		
Cash Payment	E 602-49450-300 Professional Srvs (GENE	MONTHLY SERVICE FEES FOR DEC 2018		$48.27
Invoice 187155	3/11/2019			
Cash Payment	E 601-49400-300 Professional Srvs (GENE	MONTHLY SERVICE FEES FOR DEC 2018		$32.18
Invoice 187155	3/11/2019			
Transaction Date	3/4/2019	Citizens State Bank 10100	**Total**	$80.45
Refer	0 *QUALITY FLOW SYSTEMS*	-		
Cash Payment	E 602-49450-570 Capital Outlay	SUPPLY AND INSTALL NEW IMPELLERS FOR PUMPS		$8,834.00
Invoice 1/25/19	3/11/2019			
Transaction Date	3/4/2019	Citizens State Bank 10100	**Total**	$8,834.00
Refer	0 *VERIZON WIRELESS*	-		
Cash Payment	E 101-42200-321 Communications Phone/	WIFI FOR FD		$26.97
Invoice 9824867356	3/11/2019			
Transaction Date	3/4/2019	Citizens State Bank 10100	**Total**	$26.97
Refer	0 *XCEL ENERGY*	-		
Cash Payment	E 101-43160-381 Electric Utilities	STREET LIGHTS		$1,610.76
Invoice FEB 2019	3/11/2019			
Cash Payment	E 101-43160-381 Electric Utilities	300 MAIN N BRIDGE LIGHTS		$21.15
Invoice FEB 2019	3/11/2019			
Cash Payment	E 101-43160-381 Electric Utilities	130 ST.HWY 57 S.CITY SIGN		$27.55
Invoice FEB 2019	3/11/2019			
Cash Payment	E 101-43160-381 Electric Utilities	60003 ST.HWY 57 N CITY SIGN		$13.37
Invoice FEB 2019	3/11/2019			

Payments

Current Period: March 2019

Cash Payment	E 101-42200-380 Utility Services	21 5TH STREET SIREN	$6.63
Invoice FEB 2019	3/11/2019		
Cash Payment	E 101-42200-380 Utility Services	21 5TH STREET E FH/CH/PUMP	$396.94
Invoice FEB 2019	3/11/2019		
Cash Payment	E 101-42200-380 Utility Services	701 CHESTNUT SIREN	$6.80
Invoice FEB 2019	3/11/2019		
Cash Payment	E 101-43160-381 Electric Utilities	410 CLAY POLE ON EDA LOT	$14.31
Invoice FEB 2019	3/11/2019		
Cash Payment	E 101-41940-380 Utility Services	600 7TH STREET WEST MANTORFIEL	$14.24
Invoice FEB 2019	3/11/2019		
Cash Payment	E 101-41940-380 Utility Services	340 CLAY RIVERSIDE W CENTER	$34.23
Invoice FEB 2019	3/11/2019		
Cash Payment	E 101-41940-380 Utility Services	342 MAIN ST N RIVERSIDE NE	$14.48
Invoice FEB 2019	3/11/2019		
Cash Payment	E 101-41940-380 Utility Services	601 GOLFVIEW DENNISON FIELD	$15.53
Invoice FEB 2019	3/11/2019		
Cash Payment	E 101-41940-380 Utility Services	1008 EAST CITY SHOP	$355.90
Invoice FEB 2019	3/11/2019		
Cash Payment	E 602-49450-380 Utility Services	121 BLANCH WWTF+SEC+PUMP	$832.32
Invoice FEB 2019	3/11/2019		
Cash Payment	E 601-49400-380 Utility Services	841 BLANCH WTR WELL HOUSE	$1,171.19
Invoice FEB 2019	3/11/2019		
Cash Payment	E 601-49400-380 Utility Services	924 JEFFERSON WATER TOWER	$44.96
Invoice FEB 2019	3/11/2019		
Cash Payment	E 603-45183-381 Electric Utilities	324 MAIN ST N CAMPGROUND	$14.73
Invoice FEB 2019	3/11/2019		
Cash Payment	E 101-41940-380 Utility Services	101 BLANCH NEW SHOP	$45.82
Invoice FEB 2019	3/11/2019		
Cash Payment	E 101-41940-380 Utility Services	15 4TH STREET WEST RIVERSIDE	$14.93
Invoice FEB 2019	3/11/2019		
Cash Payment	E 602-49450-380 Utility Services	601 JEFFERSON LIFT STATION	$32.63
Invoice FEB 2019	3/11/2019		
Cash Payment	E 602-49450-380 Utility Services	121 BLANCH AUTO PROTECT LIGHT	$8.86
Invoice FEB 2019	3/11/2019		
Cash Payment	E 101-43160-381 Electric Utilities	CHRISTMAS LIGHTS	$0.00
Invoice FEB 2019	3/11/2019		
Transaction Date	3/4/2019	Citizens State Bank 10100 **Total**	$4,697.33
Refer	0 *MANKATO CITY CENTER HOTEL*	Ck# 005327 3/11/2019	
Cash Payment	E 101-41110-208 Training, Mileage	NEWLY ELECTED OFFICIALS CONFERENCE, HOTEL ROOM FOR S. DAVERN	$109.77
Invoice JAN 2019	3/11/2019		
Transaction Date	3/4/2019	Citizens State Bank 10100 **Total**	$109.77
Refer	0 *PAYMENT SERVICE NETWORK, IN*	Ck# 005328 3/11/2019	
Cash Payment	E 602-49450-300 Professional Srvs (GENE	MONTHLY SERVICE FEES FOR FEB 2019	$47.67
Invoice 190436	3/11/2019		
Cash Payment	E 601-49400-300 Professional Srvs (GENE	MONTHLY SERVICE FEES FOR FEB 2019	$31.78
Invoice 190436	3/11/2019		
Transaction Date	3/5/2019	Citizens State Bank 10100 **Total**	$79.45
Refer	0 *NAPA*		

MANTORVILLE,MN

Payments

Current Period: March 2019

Cash Payment	E 101-42200-228 Equip. Repair and Mainte	OIL CHANGE AND FILTER FOR 2014 CHEVROLET TRUCK		$34.30
Invoice 365-336719	3/11/2019			
Transaction Date	3/5/2019	Citizens State Bank 10100	**Total**	$34.30
Refer	0 *CITY OF KASSON*	-		
Cash Payment	E 602-49450-585 Kasson WW Processing	1ST QTR. 2019 PROCESSING FEES		$25,162.00
Invoice 2019 QTR. 1	3/11/2019			
Transaction Date	3/6/2019	Citizens State Bank 10100	**Total**	$25,162.00
Refer	0 *ROCHESTER CHAMBER OF COMM*	-		
Cash Payment	E 101-46500-437 Other Miscellaneous	2019 MEMBERSHIP		$342.00
Invoice 127302	3/11/2019			
Transaction Date	3/6/2019	Citizens State Bank 10100	**Total**	$342.00
Refer	0 *MINNESOTA ENERGY*	-		
Cash Payment	E 101-41940-380 Utility Services	4016467-5 STREETS		$785.43
Invoice MARCH 2019	3/11/2019			
Cash Payment	E 101-41940-380 Utility Services	4300149-4 STREETS		$380.94
Invoice MARCH 2019	3/11/2019			
Cash Payment	E 101-41940-380 Utility Services	4028156-0 STREETS		$297.95
Invoice MARCH 2019	3/11/2019			
Cash Payment	E 101-42200-380 Utility Services	4229566-7 FIRE DEPT		$589.72
Invoice MARCH 2019	3/11/2019			
Cash Payment	E 601-49400-380 Utility Services	4113568-2 WTR PUMP		$0.00
Invoice MARCH 2019	3/11/2019			
Cash Payment	E 602-49450-380 Utility Services	4299022-6 WWTP		$0.00
Invoice MARCH 2019	3/11/2019			
Cash Payment	E 101-41940-380 Utility Services	5121503-6 NEW SHOP		$159.06
Invoice MARCH 2019	3/11/2019			
Transaction Date	3/6/2019	Citizens State Bank 10100	**Total**	$2,213.10
Refer	0 *MOPS AND BUCKETS, LLC*	-		
Cash Payment	E 101-41940-439 Janitors	MARCH CLEANING		$53.44
Invoice MARCH 2019	3/11/2019			
Transaction Date	3/6/2019	Citizens State Bank 10100	**Total**	$53.44
Refer	0 *DODGE COUNTY RECORDER*	-		
Cash Payment	E 101-41500-315 Recording Fees	RECORDING FEE RESOLUTION RE: BRANNAN CONNECTION		$46.00
Invoice FEB 2019	3/11/2019			
Transaction Date	3/6/2019	Citizens State Bank 10100	**Total**	$46.00
Refer	0 *AG PARTNERS COOPERATIVE*	-		
Cash Payment	E 101-43125-212 Motor Fuels	B5 RED STATE TAX		$993.79
Invoice 818496	3/11/2019			
Cash Payment	E 101-43100-212 Motor Fuels	B5 RED STATE TAX		$248.44
Invoice 818496	3/11/2019			
Transaction Date	3/7/2019	Citizens State Bank 10100	**Total**	$1,242.23
Refer	0 *CASEYS GENERAL STORES INC*	-		
Cash Payment	E 101-42200-212 Motor Fuels	FUEL FOR FIRE DEPARTMENT		$74.51
Invoice FEBRUARY 2019	3/11/2019			
Cash Payment	E 101-43100-212 Motor Fuels	FUEL FOR STREETS		$67.50
Invoice FEBRUARY 2019	3/11/2019			

MANTORVILLE,MN

Payments

Current Period: March 2019

Cash Payment	E 602-49450-212 Motor Fuels	FUEL FOR WWTP		$58.16
Invoice FEBRUARY 2019	3/11/2019			
Cash Payment	E 101-43125-212 Motor Fuels	FUEL FOR PLOW TRUCK		$589.64
Invoice FEBRUARY 2019	3/11/2019			
Transaction Date	3/7/2019	Citizens State Bank 10100	Total	$789.81
Refer	0 KASSON HARDWARE HANK			
Cash Payment	E 601-49400-430 Miscellaneous	MDH WATER SAMPLES		$36.61
Invoice 292394	3/11/2019			
Cash Payment	E 101-42200-228 Equip. Repair and Mainte	KEY CUT FOR THE FD		$2.59
Invoice 292396	3/11/2019			
Transaction Date	3/7/2019	Citizens State Bank 10100	Total	$39.20
Refer	0 MINNESOTA STATE COMMUNITY			
Cash Payment	E 101-42200-208 Training, Mileage	MOORHEAD FIRE SCHOOL FOR A. HARDWICK		$100.00
Invoice 1/28/2019	3/11/2019			
Transaction Date	3/7/2019	Citizens State Bank 10100	Total	$100.00
Refer	0 NAPA			
Cash Payment	E 101-42200-228 Equip. Repair and Mainte	COUPLING FOR THE FD		$6.39
Invoice 570938	3/11/2019			
Transaction Date	3/7/2019	Citizens State Bank 10100	Total	$6.39
Refer	0 NOLTE, ROGER			
Cash Payment	E 101-42200-217 Other Operating Supplie	REIMBURSEMENT TO R. NOLTE. BATTERY FOR UPS BACKUP FOR THE FD OFFICE		$40.00
Invoice MARCH 2019	3/11/2019			
Transaction Date	3/7/2019	Citizens State Bank 10100	Total	$40.00
Refer	0 DODGE COUNTY HIGHWAY DEPA			
Cash Payment	E 101-43125-406 Snow/Ice Removal	SALT & SAND FOR FEBRUARY		$3,780.10
Invoice 75	3/11/2019			
Transaction Date	3/7/2019	Citizens State Bank 10100	Total	$3,780.10
Refer	0 ON SITE COMPUTERS, INC			
Cash Payment	E 101-41500-300 Professional Srvs (GENE	DAILY BACKUP AND MONITORING FOR MARCH 2019		$71.00
Invoice CW62597	3/11/2019			
Transaction Date	3/7/2019	Citizens State Bank 10100	Total	$71.00
Refer	0 OWA ARCHITECTS			
Cash Payment	E 603-45183-400 Repairs & Maint Cont (G	BATHHOUSE PROJECT SERVICES TO PROJECT BID STAGE		$5,361.50
Invoice MARCH 2019	3/11/2019	Project 19-001		
Transaction Date	3/7/2019	Citizens State Bank 10100	Total	$5,361.50
Refer	0 ULTIMATE SAFETY CONCEPTS, IN			
Cash Payment	E 101-42200-228 Equip. Repair and Mainte	INSPECTION AND TEST FIRE EXTINGUSHERS		$160.50
Invoice 181606	3/11/2019			
Transaction Date	3/7/2019	Citizens State Bank 10100	Total	$160.50
Refer	0 ZUMBRO VALLEY MUTUAL AID AS			
Cash Payment	E 101-42200-437 Other Miscellaneous	2019 DUES		$25.00
Invoice 197	3/11/2019			
Transaction Date	3/7/2019	Citizens State Bank 10100	Total	$25.00

MANTORVILLE,MN

Payments

Current Period: March 2019

Refer	0 *ZOLL MEDICAL CORPORATION*		
Cash Payment	E 101-42200-240 Tools and Minor Equipm	NEW AED DEFIBRILLATOR OUT OF 2018 BUDGET	$3,000.66
Invoice 2820035	3/11/2019		
Transaction Date	3/7/2019	Citizens State Bank 10100 **Total**	$3,000.66

Fund Summary

	10100 Citizens State Bank
101 GENERAL FUND	$82,847.75
601 WATER FUND	$5,227.08
602 SEWER FUND	$35,626.69
603 RV PARK	$5,376.23
	$129,077.75

Pre-Written Checks	$6,058.51
Checks to be Generated by the Computer	$123,019.24
Total	$129,077.75

MANTORVILLE ECONOMIC DEVELOPMENT AUTHORITY MEETING MINUTES
TUESDAY, FEBRUARY 5, 2019
6:30 PM

1. **Call to Order** – Chair Hindal called the meeting to order at 6:45 p.m., at which time quorum was met.

   Mayor Bradford; Boardmembers Hindal, Hemker, and Blair; City Finance Administrator Reber, and CEDA Representative Wright

   Not Present: Boardmembers Stafford and Soland

2. **Approval of Meeting Minutes** – Motion made by Bradford, second by Hemker to approve the meeting minutes of January 8, 2018. Unanimously passed.

3. **Financial Report** – Reber presented payments made and owed on the financial report for year-end 2018. She noted that more bills have come in for year-end work, so she will update December financial report. There were no changes for January, so it was not included. Hemker asked if EDA approves $500 for Fall Festival, does EDA wait until they bring in $500, or will EDA pay as the bills show up? Reber will seek clarification on Stagecoach Days. Motion by Hemker, second by Blair to pay for Old-Fashioned Christmas, Fall Festival, and membership to Mantorville Chamber of Commerce. Unanimously approved.

4. **New Business/Old Business**
   a) **Minnesota Ag Group Bill**
   Hindal reported that insurance could cover the property with a $500 deductible, and horse pullers would be responsible. The EDA discussed covering the full cost with half reimbursement. Hindal said if we wrote check and they reimbursed us, we'd want to make sure check is coming. Bradford suggested turning it over to insurance. Hindal said he would tell them.

   b) **Acceptance of 2019 Stagecoach Days donation**
   Reber explained the Resolution being presented which authorizes the EDA to accept the donations to the SCD event. All are listed to date. Motion made by Bradford, second by Blair to approve the Resolution as presented. Passed unanimously.

   c) **SCD Festival Grant**
   Hemker updated that grant was submitted in November, and she should be learning the status in February.

   d) **Coordinator Report (Wright)**
   Wright provided an update that she has been drafting Revolving Loan Fund documents to replace USDA reporting forms currently being used. Wright invited feedback on draft and will present an updated, cleaner copy for the next EDA meeting on Tuesday, March 5, requesting feedback at that time. CEDA Community Grants Bulletin, community collaboration, and marketing, branding, and tourism were touched on as part of the CEDA work plan. The EDA

also discussed looking to other communities for new tourism ideas.

e) **Grants and Projects (Wright)**
Wright pointed out the time commitment/limitations for grants, invited project ideas any time, and presented the CEDA Community Grants Bulletin (CGB), which includes three-month upcoming Grants Periscope for CEDA's rural communities, updated monthly. Hindal asked about the focus of some specific grants on the CGB included with EDA packet. Wright said that on the next CGB, grants with a focus will include that focus in parentheses.

f) **City of Mantorville Facebook Page Creation/Merge**

Wright and EDA discussed that, while there is a Mantorville, MN, Facebook page with over 740 followers, it is not run by the City and does not always include content specific to Mantorville. The EDA discussed co-administrating with Jane Olive on the existing Mantorville Facebook vs. creating and administrating a new City of Mantorville page. Hindal and Hemker expressed support of creating a new Facebook page. Discussion points included administration/management of a new page and how the page could be used to market local businesses and promote tourism. Further discussion needed.

Other: Hindal inquired and Reber updated on downtown street revitalization. Reber reported that a service agreement to begin work will be presented at next Council meeting. Blair added that the EDA will be planning many community engagement projects.

5. **Subcommittee Reports**
   - **Branding** (Bradford, Hindal) - None
   - **Tourism** (Soland, Hemker) – Hemker brought up a ghost/haunted town tour Hindal is considering implementing independently in the summer; Hemker brought up fundraising for this.
   - **Stagecoach Days** (Soland, Hindal, Blair) – Hindal gave an update on the status of the 2019 SCD Fundraiser/Chili Feed on Sat., Feb. 23, 4-8p, at Senior Center.
   - **Happy Trails** (Bradford, Stafford, Blair) – Bradford and Hindal discussed Bigelow properties and follow-up. Bradford mentioned trail placement and property road blocks.

6. **Adjournment** – Motion made by Hemker, second by Blair to adjourn the meeting at 7:19 pm. Motion passed unanimously.

MANTORVILLE FIRE DEPARTMENT
March General Members Meeting

Call to Order:
- The meeting was called to order at 2030

Member's in Attendance:
- JJ, Curt, Jeff, Rog, Paul, Jeremy, Don, Dale, Russ, Scott, Jen, Dave W, Travis H, Travis B, Paul B, Nate, Anthony, Joey, Troy, Brett, Kyle, Duke

Chief's Report:
- Discuss new set up and how to fill tankers.
- Debrief other issues that came up during the fire?
  - Recommendation to fix the pick-up and gas gauge
- New air pack discussion and Bremer grant info and need to get things narrowed down or moving back to the next quarter.
- Email from Matt Maas, they are anticipating spring flooding like occurred 2011, more information will follow.
- Overhead door will be modified to include an actual service door built into the wall.
- New gas cards have arrived.
  - Still have truck numbers on them.
  - When you use the cards, you need to punch in the # that matches the card.

Assistant Chief:
- Attended 2 state school trainings last weekend.
  - 1 was on fire-prevention and other was fire department management and liability issues.
  - One issue discussed with Mutual Aid agreements and who was responsible for what with all the different things on a fire scene.

Fire Marshall:
- Calls: 1 Fire, Wasioja structure fire on 2/28/19

Training Officer:
- March 6th training will be Caleb from RFD
- Skywarn: 2 Dates March 18th 1830 at Rochester Event Center
  - April 2nd at KMHS 1830 hours
- April 3rd training pumpers (snow permitting)
- State Schools:
  - Fire investigation conference, March 27-29, St. Cloud MN
  - Rochester, April 6-7
  - MSFDA Conference and school, Mankato April 26-27

Equipment:
- Parts are ordered for air compressor, when they are in they will call and schedule repair; were ordered as of last Thursday.

- Flash lights for pick up will be here this week
- Pumper 2 missing DOT ERG book

Vehicles:

- Betsy- Up at city shop
- Pumper 1-
- Pumper 2 Written up for a water leak, problem seems to be fixed and has been resolved.
- Chevy Pick Up- Fuel gauge is not working, discussion about last week's fire-out to Woodwards for service.
- Tanker 2- Int. Tanker-
- Grass Rig-
- Tanker 1 –Mack Tanker-
- Rescue Truck- Still need pump
- Nate looked into retro-fitting the lights on trucks with LED lights, 4 pairs total $350
  - Motion made by Travis H to purchase 1 set of headlights for tankers to try
    - Brett 2nd
- Motion approved to purchase 1 pair

First Responder's:

- Anne will be here the following dates in 2019
  - March 27th, April 10th, June 12th, December 11th.
- New AED has arrived.
- EMR training March 11-25 at the hall with Rich Allee, look for additional information to some from Dave Gilbertson.

Treasurer

- Bills: $1229.05 February $3404.89 March
- Discussed bills
- 1 billable fire call
- Motion made by Travis Bebee to pay bills as stated for February
- 2nd by Jeremy Schubert
- Motion made by Dale to approve bills for March
- 2nd by Dave Worstman
- Motion carries

New Business:

- New Maintenance teams, posted in the office

Old Business:

- None.

Active Committees

- OSHA/Safety and Accountability: JJ, Paul, Russ, Travis Bebee, Travis Hodgman
- Radios: Paul, Rog

- SOG'S: Paul, JJ, Russ, Travis H, Steve
- Uniform's: Travis B, Steve, Dave W
- Explore program: Nate, Dave Worstman
- Airpack committee: Travis Bebee, Nate, Paul, Curt, Russ, Travis H, Joey
- Truck/Equipment- Russ, Curt, Travis H, Paul Lushinsky, Travis Bebee, Nate Burgess, Joey L

Point Report:

- Motion made by Joey to approve
- 2nd by Travis H
- Motion carried.

Secretary/ Calendar

  - April Lunch—Paul B, Joey L, Brett Skoog
- Calendar
  - March 6th, 1830 1st Wednesday training
  - March 6th, 2030 General Members meeting
  - March 11th Maintenance week
  - March 11-25th EMR starting with Rich Allee
  - March 12th 1830 Air Pack committee meeting
  - March 14th 1830 Air Pack committee meeting
  - March 18th, Spotter Training, Rochester Event Center 1830 hours
  - March 20th Byron Social
  - March 27th 1830 1st responder training
  - April 1st 1900 Officers Meeting
  - April 2nd 1830 Skywarn at KMHS
  - April 3rd 1800 1st Wednesday Training
  - April 3rd 2030 General members meeting
  - April 6 & 7 Rochester State School
  - April 9th ZVMA 1900 Hayfield, leave hall at 1800
  - April 10th 1830 1st Responder/2nd Wednesday Training
  - April 11-14 NFD in Indianapolis, IN
  - April 15th Maintenance Week
  - May 8th 1800 Stiffel

- Motion made to adjourn by Travis Bebee at 19:13
  - 2nd by Dave Worstman
  - Motion carries

03/01/2019

City mantorville
Date 2/1/2019 **thru** 2/28/2019

Agency	Incident Nr	Location	LocCity	Activity
S	201900001900	16 5th St W	Mantorville	No Contact Order, Domesti
S	201900001642	600 Washington St	Mantorville	Civil Warrant
S	201900001645	600 Washington St	Mantorville	Civil Warrant
S	201900001615	901 Main St N	Mantorville	Paper Service
S	201900001818	914 Main St N	Mantorville	Miscellaneous
S	201900001087	22 6th St E	Mantorville	Miscellaneous
S	201900001102	320 Main St N	Mantorville	Miscellaneous
S	201900001182	22 6th St E	Mantorville	Miscellaneous
S	201900001351	16 5th St W	Mantorville	Miscellaneous
S	201900001599	321 Main St N	Mantorville	Motorist Assist
S	201900001635	22 6th St E	Mantorville	Parking Violations
S	201900001177	600 Washington St	Mantorville	Parking Violations
S	201900001315	16 5th St W	Mantorville	Welfare Check
S	201900001942	815 Blanch St	Mantorville	Residence/business Ck
S	201900001949	502 Main St N	Mantorville	Harassment
K	201900000467	141 County Rd 12	Mantorville	Assist Other Agency
S	201900001594	22 6th St E	Mantorville	Assist Other Agency
S	201900001637	16 5th St W	Mantorville	MN Prairie Assist
S	201900001608	720 West St	Mantorville	Ambulance Run
S	201900001806	311 6th St W	Mantorville	Ambulance Run
S	201900001018	141 County Rd 12	Mantorville	Ambulance Run
S	201900001066	320 Main St N	Mantorville	Other Driving Complai
S	201900001418	501 Main St N	Mantorville	Drunkeness
S	201900001538	507 Chestnut St	Mantorville	Parking Violations
S	201900001581	22 6th St E	Mantorville	Parking Violations
S	201900001019	809 Jefferson St	Mantorville	Ambulance Run
S	201900001458	502 Main St N	Mantorville	Ambulance Run
S	201900001476	401 Mantor Dr	Mantorville	Ambulance Run
S	201900001578	507 Chestnut St	Mantorville	Ambulance Run
S	201900001537	901 Chestnut St	Mantorville	9-1-1 Hang Up Call
S	201900001929	320 Main St N	Mantorville	Found Property
S	201900001081	22 6th St E	Mantorville	Violate/cond-release
S	201900001630	507 Chestnut St	Mantorville	Civil
S	201900001648	31 Cr 21	Mantorville	Civil
S	201900001855	22 6th St E	Mantorville	Violate/cond-release
S	201900001881	22 6th St E	Mantorville	Violate/cond-release
S	201900001428	22 6th St E	Mantorville	Violate/cond-release
S	201900001429	22 6th St E	Mantorville	Violate/cond-release
S	201900001456	22 6th St E	Mantorville	Violate/cond-release
S	201900001497	600 Washington St	Mantorville	Civil
S	201900001540	31 Cr 21	Mantorville	Mental Case
S	201900001568	22 6th St E	Mantorville	Violate/cond-release
S	201900001289	16 5th St W	Mantorville	Threats
S	201900001397	16 5th St W	Mantorville	Assist Other Agency
S	201900001541	1 5th St W	Mantorville	Suspicious Activity
S	201900001166	16 5th St W	Mantorville	Miscellaneous Info
S	201900001116	16 5th St W	Mantorville	Violation/o.f.p.
S	201900001322	6446 County Rd 5	Mantorville	Paper Service
S	201900001323	600 Washington St	Mantorville	Paper Service
S	201900001357	320 Main St N	Mantorville	Traffic
S	201900001530	507 Chestnut St	Mantorville	Larceny
S	201900000962	320 Main St N	Mantorville	Other Driving Complai
S	201900000959	811 Clay St	Mantorville	Ambulance Run
S	201900000972	22 6th St E	Mantorville	Violate/cond-release
S	201900001935	721 Main St N	Mantorville	Alarm
S	201900000963	605 Clay St	Mantorville	Sudden Death/body Fnd

Total 56

ANNUAL MUNICIPAL PROSECUTION REPORT

MANTORVILLE, MINNESOTA

2018

Prepared by: David W. Jacobsen, Mantorville City Prosecutor

HERO, JORSTAD & JACOBSEN LAW FIRM, P.A.

January 31, 2019

January 31, 2019

Honorable Mayor and City Council
City of Mantorville
22 6th St E
Mantorville, Minnesota 55955

RE: ANNUAL MUNICIPAL PROSECUTION REPORT

This written report is to apprise the Honorable Mayor and the Mantorville City Council of the municipal prosecution services provided by Hero, Jorstad & Jacobsen Law Firm, P.A. ("Law Firm") for 2018. The City of Mantorville has a statutory obligation to provide for prosecution of adult misdemeanor, certain designated gross misdemeanor, and petty misdemeanor offenses within the city limits. The City of Mantorville has contracted with the Law Firm since August 2014 for such services on an as-needed basis for a fee of $100 per hour of attorney time. The Law Firm has one full-time attorney, one part-time attorney and two legal assistants. Attorney David Jacobsen and legal assistant Rachel Stevens are primarily responsible for handling prosecution services to the City of Mantorville.

1. PROSECUTED OFFENSES

Prosecuted offenses include all charged and some offenses that required prosecutorial action before Dodge County District Court. For the purposes of this report, prosecuted offenses do not include payable citations paid in lieu of a court appearance. These citations, which make up the majority of citations issued by law enforcement within the City of Mantorville, require minimal prosecutorial resources. The Dodge County Sheriff's Office would likely be able to provide the number of citations issued for payable offenses within the city limits. Prosecuted offenses also exclude matters that were reviewed for prosecution but where no charges were filed. There was approximately one (1) case reviewed for prosecution but was ultimately declined due to lacking evidence, lacking jurisdiction (e.g. juvenile matters, felony matters, outside Mantorville city limits), or other extenuating circumstances.

Excluding payable citations, the Law Firm prosecuted sixteen (16) offenses from January 1, 2018 to December 31, 2018. This number is down from the (25) offenses for 2017.

A. <u>Traffic Offenses</u>

Of these offenses, eleven (11) or sixty-nine percent (69%) consist of traffic offenses. Traffic offenses prosecuted consist of the following: DWI (2), driving after withdrawal (6), Open Bottle (1), Driver fails to give info (1) and no insurance (1).

As compared to 2017, the prosecuted traffic offenses are down approximately 42% from (19) to (11). Alcohol-related driving offenses have decreased going from (4) to (2) since last year. Driving after withdrawal has stayed the same since last year at (6) and no proof of insurance charges stayed fairly consistent. In 2018 there were no speeding charges to report, 2017 had (1).

Please see Chart No. 1 below for an illustration of the traffic offenses from 2016-2018

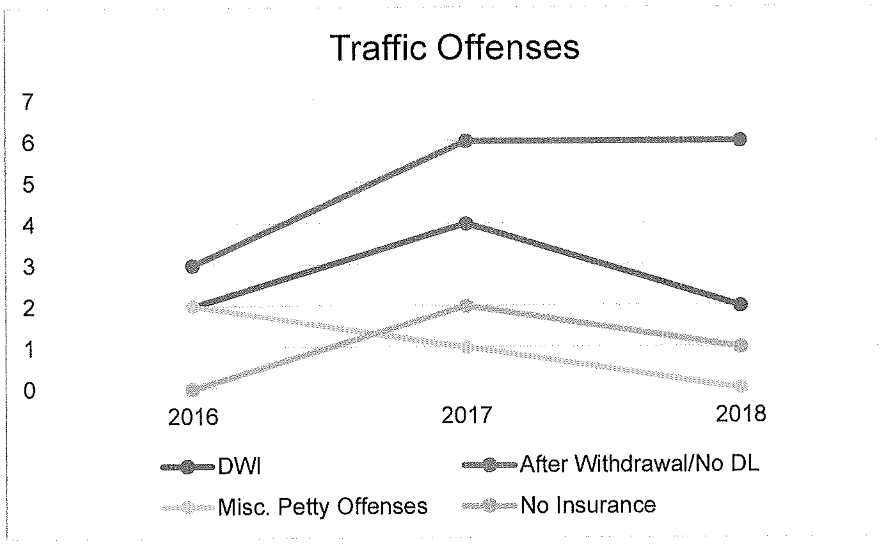


Chart No. 1: Traffic Offenses

B. Community Offenses

Of the prosecuted offenses, five (5) or thirty-one percent (31%) consist of community offenses. Community offenses prosecuted consist of the following: assault/OFP violations/OLP/Criminal Damage (1), give peace officer false name/D.O.B./I.D. (1), non-conforming motor vehicle (2) and ordinance violation (1).

As compared to 2017, prosecuted community offenses have decreased from seven (7) to five (5). Domestic assaults, order for protection violations and misdemeanor assaults, were down from two (2) in 2017 to one (1) in 2018. Disorderly conduct stayed the same at zero (0) in 2017 to 2018. Probation violations and revocations of stays also show no change. Miscellaneous Offenses for 2018, which consist of giving peace officer false name/D.O.B., ordinance violation and non-conforming motor vehicle has gone up two (2).

Please see Chart No. 2 on next page for an illustration of the community offenses from 2016-2018.

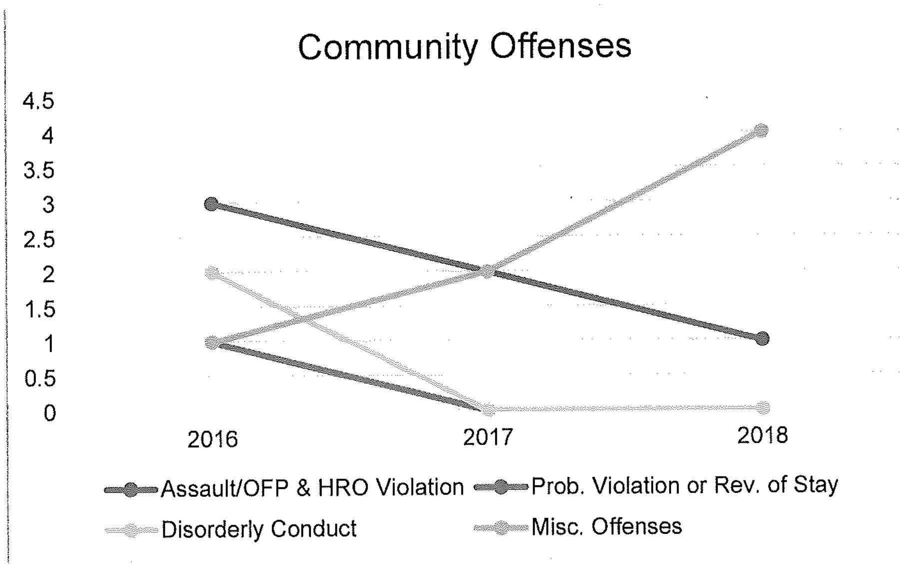


Chart No. 2: Community Offenses

C. <u>Dispositions</u>

For the above-mentioned offenses, twelve (12) or eighty-six percent (86%) have reached disposition and are closed. Dispositions ranged from dismissals with a fine to executed jail sentences based upon the severity of the offense and the defendant's driving and criminal history. Of those cases that reached disposition, dispositions occurred at different stages in the criminal prosecution process. Many cases were resolved at Arraignment or the defendant's first court appearance and others were resolved at a pre-trial court appearance or omnibus hearing.

Please see Chart No. 3 on next page for an illustration of the disposition for 2018.

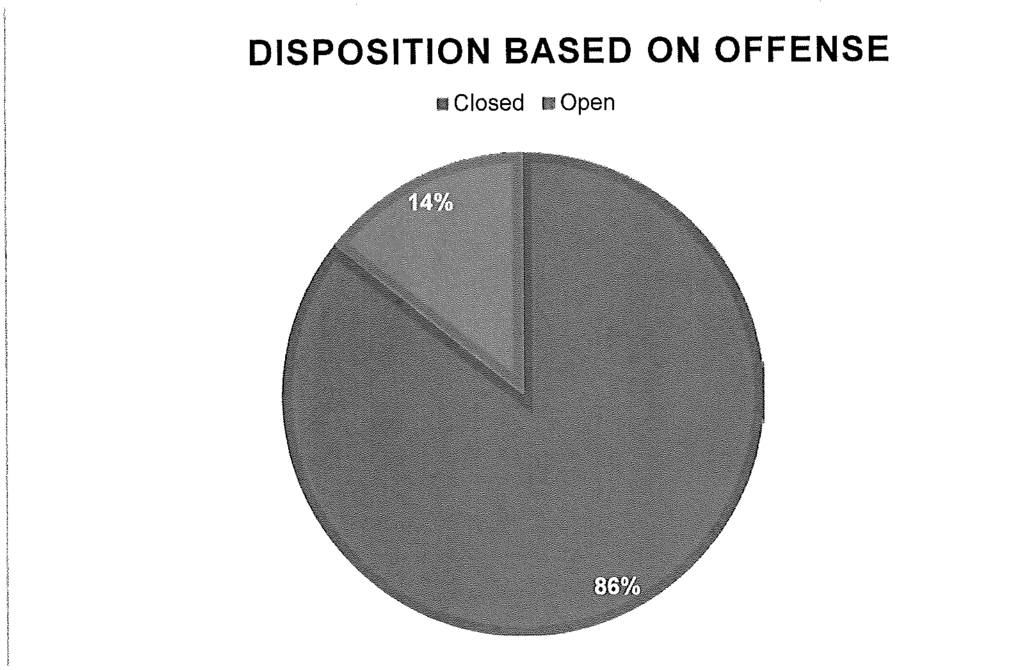


Chart No. 3: Disposition

2. PROSECUTION RESOURCES

In 2018, the Law Firm had submitted monthly statements to city staff detailing prosecutorial services provided on specific dates and the time spent toward such services in 1/10-hour increments.

Over the course of 2018, the highest monthly total of hours toward prosecutorial services was 11.1 hours in September, whereas in January, the lowest the Mantorville City Prosecutor provided was 1 hour of prosecution services. The average amount of monthly hours spent toward prosecution services is (4.4) in 2018, a decrease from (5.6) hours in 2017.

Please see Chart No. 4 on next page for an illustration of the prosecution hours from 2016-2018.

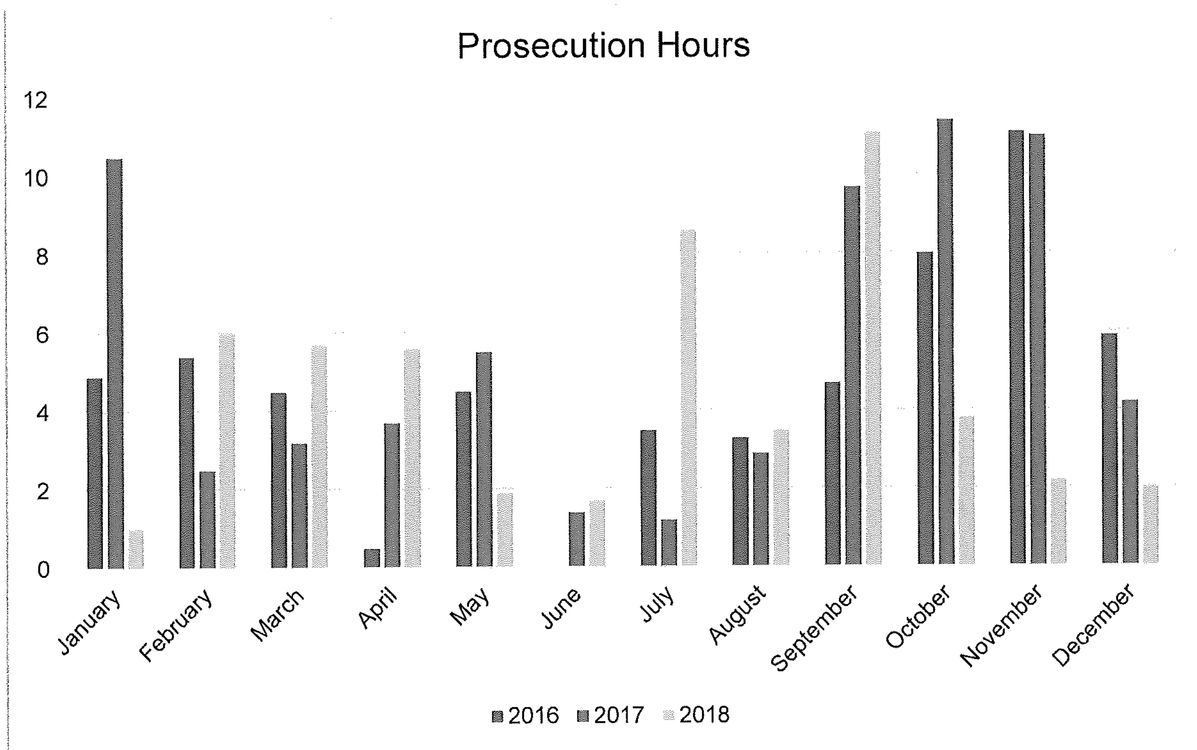


Chart No. 4: Prosecution Hours

The Law Firm makes court appearances on Mondays and Wednesdays and other appearances scheduled outside those days. In addition to court appearances, the Law Firm prepares criminal complaints, communicates with defense counsel and crime victims, processes discovery requests, prepares discovery and pleadings, and communicates with law enforcement officers and records staff. The most time intensive of these out-of-court services is preparing criminal complaints. Of the fourteen (14) total prosecuted offenses, the Law Firm filed four (4) criminal complaints, that being twenty-nine percent (29%) of the prosecuted cases.

In addition to the services mentioned above, the Law Firm collaborates with other criminal justice partners in Dodge County by attending quarterly Criminal Justice Committee meetings.

The Law Firm also reviews court opinions that impact the City of Mantorville and attend continuing legal education to stay current on changes in the law, especially in the area of DWI law. This is time necessary to competently advise and represent the City of Mantorville but is not solely for the benefit of the city so is not billed to the City of Mantorville.

It has been my pleasure serving the City of Mantorville as its municipal prosecutor and I look forward to continuing that public service in 2019. If you have any questions, please feel free to contact me. I welcome additional suggestions and questions from law enforcement, city staff, city council and the public.

Sincerely,

HERO, JORSTAD & JACOBSEN LAW FIRM, P.A.

David W. Jacobsen

MANTORVILLE CITY PROSECUTOR

Contact Information:

David W. Jacobsen
Hero, Jorstad & Jacobsen Law Firm, P.A.
507 Division Street S.
Northfield, MN 55057
Phone: (507) 786-9090
Email: david@hjjlaw.com

City Logo Usage Policy

Introduction and Purpose:
The City of Mantorville (the "City) has created logos to develop a clear and unique brand identity that encompasses the essence of the City, its citizens, and its businesses. The logos are identified in the City's Brand Book and in this policy as the "Primary Identifier" and the "Secondary Identifier."

The logos are meant to reflect the City's enduring heritage and its goal of preservation, as well as look to the future to support growth. Visitors can experience a unique stagecoach stop alive with history and ageless fun. It's about simple treasures, celebrations and making memories. The purpose of this document is to state the City's policy and procedures regarding the use of its logos.

Application:
This policy applies to the use of the City's logos, graphics, or symbols, including its Primary Identifier, its Secondary Identifier, and its tagline.

Policies

1. The City is the owner of all rights, titles and interests in and to certain designations comprising designs, trade names, trademarks and service marks including, without limitation, the names "City of Mantorville, Minnesota," "City of Mantorville," "Mantorville, Minnesota," the tagline "Trail to the Past. Road to the Future.", logotypes incorporating one or more of the foregoing names and/or abbreviations, and certain logos, graphics or symbols which have come to be associated with the City.

2. In consideration of the valuable property rights inherent in the City of Mantorville, Minnesota, name and indicia that are inseparable from the City of Mantorville, Minnesota, this policy is established to govern the use of the City of Mantorville, Minnesota, name and logos, graphics, symbols, and tagline.

3. Use of the Primary Identifier and the Secondary Identifier is controlled by the City Council and is delegated to the City Clerk. No use of those Identifiers shall be made except in connection with official City letterhead, brochures, publications, pamphlets, signs, patches, insignias, paintings, messaging devices, postings, and website and in accordance with this policy.

4. Use of the Primary Identifier and the Secondary Identifier on or in connection with items offered for sale shall only be permitted as follows:

a) Items that have the Primary Identifier, Secondary Identifier, or both, may only be offered for purchase by an organization registered with the United States or the State of Minnesota;

b) Use must be affiliated with an activity that is community-based in the City and open to participation or purchase by all citizens of the City or visitors to the City;

c) The organization must have a City of Mantorville address;

d) The City must be represented in a lawful, community-building manner;

e) The proposed use of the Primary Identifier or the Secondary Identifier is consistent with the City's Brand Book;

f) The City Council must approve the items being used and sold with the Primary Identifier and/or the Secondary Identifier;

g) The City reserves the right at any time to set and collect a percentage of the sales used with the Primary Identifier or Secondary Identifier; and

h) The City reserves the right to request a report yearly of sales in relation to the Primary Identifier and/or the Secondary Identifier.

After the City Clerk has considered an application to use the Primary Identifier or the Secondary Identifier and all other considerations applicable to the given application and related circumstances, and after the City Clerk determines that these requirements have been demonstrated in advance of the requested use, the City Clerk will submit the application with the recommendation at the next regularly scheduled City Council Meeting. The City Council may issue permission for the use of the Primary Identifier or the Secondary Identifier, or both, for the duration of an event, activity, or sales period.

Prior to any use of the Primary Identifier or the Secondary Identifier, the organization must execute, through an official act with appropriate authority, an agreement with the City permitting the limited use of the Primary Identifier or the Secondary Identifier.

5. The City reserves the right to deny the use of the Primary Identifier or the Secondary Identifier on products, surfaces, or places that do not support community-building and the public's health, safety, and welfare, as well as any form of communication not protected by the First Amendment of the U.S. Constitution.

6. The Primary Identifier and the Secondary Identifier may only be used in ways that are consistent with the City of Mantorville Brand Book.

Procedures

1. Any organization wishing to use the Primary Identifier or the Secondary Identifier shall make application for such use to the City Clerk on the application form.

2. An application fee, set annually by the City Council as part of the Master Fee Schedule, must be submitted with each new and renewal application. An application is only good through the end of the current year in which it is applied for. Continued use would require a renewal application.

3. The City Clerk shall review the application and make a recommendation to the City Council as to whether the application should be approved, modified or denied. Any applicant may appeal the City Clerk's recommendation by filing a written appeal within seven (7) calendar days of the City Clerk's recommendation to the City Council. The appeal shall be placed on the next available City Council agenda. The City Council may affirm or modify the City Clerk's decision. The decision of the City Council is final.

Adopted by the City of Mantorville City Council on January 23, 2017.

CITY OF MANTORVILLE LOGO APPLICATION FOR USE

The City of Mantorville's logo is the sole property of the City, and thus shall only be used upon the expressed, written consent of the City Council or a designee under the authority granted by the City Council in accordance with the City's Logo Policy. Prior approval of a use shall not constitute approval for any future or recurring use. This application shall expire at the end of the year in which it is applied for. Continue use of the City Logo will require the submittal of a new application and approval from the City Council.

Name of Organization/Person Requesting Use

MANTORVILLE TOURS

Organization Contact Name BRIAN HINDAL

Address 23425 605 St. City MANTORVILLE State MN Zip 55955

Phone 507-421-3038 Email MANTORVILLETOURS@GMAIL.COM

Description of company, business or organization

GUIDED ~~TOURS~~ TOUR SERVICE OF GHOST TOWNS IN DODGE COUNTY

Is the Organization requesting use of the Logo (circle one) For Profit Not for Profit

Full description of all products or materials on which you are requesting to use the Mantorville Logo (please feel free to include attachments to this form) ADDING LOGO TO WEB PAGE + INFORMATIONAL BROCHURES

What is the proposed method of Logo Use

PRINT - ELECTRONIC USE ON WEB

Proposed Dates of Use 2019 + BEYOND

Signature of Organization Representative [signature]

Printed Name of Representative BRIAN HINDAL

Title OWNER Date

Return Completed Application to: Cami Reber
Mantorville City Clerk Treasurer
21 5th Street East, PO Box 188
Mantorville, MN 55955

FOR INTERNAL USE ONLY – TO BE COMPLETED BY THE CITY

Date Application Received ______ Complete (YES) (NO)

Date of Council Meeting ______ (Approved) (Denied)

If Application Denied, please explain reason for denial

Date of Application Expiration

Additional Comments

MANTORVILLE MINNESOTA

CITY OF MANTORVILLE LOGO APPLICATION FOR USE

The City of Mantorville's logo is the sole property of the City, and thus shall only be used upon the expressed, written consent of the City Council or a designee under the authority granted by the City Council in accordance with the City's Logo Policy. Prior approval of a use shall not constitute approval for any future or recurring use. This application shall expire at the end of the year in which it is applied for. Continue use of the City Logo will require the submittal of a new application and approval from the City Council.

Name of Organization/Person Requesting Use

SACRAMENTO VALLEY ENTERPRISE

Organization Contact Name BRIAN HINDAL

Address 23425 605th St. City MANTORVILLE State MN Zip 55955

Phone 507-421-3038 Email SVALLEYENTERPRISES@GMAIL.COM

Description of company, business or organization

PRODUCER OF PROMOTIONAL ITEMS

Is the Organization requesting use of the Logo (circle one) For Profit Not for Profit

Full description of all products or materials on which you are requesting to use the Mantorville Logo (please feel free to include attachments to this form) T-SHIRTS, SWEATSHIRTS, OTHER CLOTHING, OTHER PROMOTIONAL ITEMS

What is the proposed method of Logo Use

APPLIED TO PROMOTIONAL ITEMS

Proposed Dates of Use

2019 AND BEYOND

Signature of Organization Representative Brian [signature]

Printed Name of Representative BRIAN HINDAL

Title OWNER Date

Return Completed Application to: Cami Reber
Mantorville City Clerk Treasurer
21 5th Street East, PO Box 188
Mantorville, MN 55955

FOR INTERNAL USE ONLY – TO BE COMPLETED BY THE CITY

Date Application Received ______ Complete (YES) (NO)

Date of Council Meeting ______ (Approved) (Denied)

If Application Denied, please explain reason for denial

Date of Application Expiration

Additional Comments

Memorandum

To: Mayor and City Council

From: Cami Reber

Date: 03/11/2019

Re: ReneSola

Per the direction of the City Council, I have sent out the draft Solar Subscription Agreement to the City Attorney for review. I have also reached out to the following communities in regards to their work with ReneSola: Rosemount, Gibbons, Renville, Franklin & Jordan. I have received input from the following Cities:

Rosemount – population of 24,000; subscribed at 60%; working relationship has been good; they noted a delay in the timing of energy produced and when they get a bill; the most recent bill from the solar company was $3,500 and Xcel credit of $3,900 = $400 savings.

Gibbon – population of 760; subscribed at 100% of metered usage – street lights are non-metered and unable to use that amount; a confusing process and thought it would be a lot easier than it is but is getting the hang of things; noted that once you sign with ReneSola, the agreement is sold to whoever has the solar garden you pull from; savings is about 10% or $200 - $300 per month.

Renville – population of 1,235; subscribed at 50% with ReneSola and rest with another company; a good working relationship so far but they aren't up and running until April/May with ReneSola; they are gradually seeing some saving with the other company (about $12,400 over 18 months) but nothing to provide with ReneSola.

Franklin – population of 510; subscribed at 120%; good working relationship so far even though they have not gone live yet; they have worked well on the agreement with their Attorney and agreed upon changes. They originally dealt with 3 solar companies and by far ReneSola was the best to work with.

I have been speaking with Jim Strommen, attorney at Kennedy – Graven. He has been reviewing the agreement sent and reviewing the proposals ReneSola sent us. He did ask them to update the ARR for Xcel to the 2019 rate and it actually was a decrease. The savings is a little less.

Basically, it all comes down to that there is no guarantee as to what the ARR credit is going to be from year to year, if it will increase/decrease and what that will amount to. It is projected to increase based on average projections.

Attached are 4 Rate Options that the Council can review. The lowest return proposal is a No Risk, Guaranteed option. The Net savings at the end of 25 years is significantly less than the other options but there is no risk and it is set no matter what the ARR rate ends up being. If the ARR rate increases, we still only see what is set in the proposal. The other 3 proposals have varying degrees of net annual savings based on the option the City goes with.

There is verbiage being placed in the contract so it is clear that the City is not responsible for any part of the solar garden should the company go under. The feed back from the references has been good in that ReneSola is good to work with.

XCEL ENERGY
SOLAR REWARDS COMMUNITY

SUBSCRIPTION SAVINGS PROPOSAL

CITY OF MANTORVILLE

2019

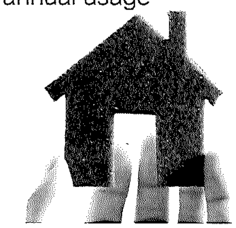
850 Canal Street, Third Floor, Stamford, Connecticut 06902

ReneSola

XCEL ENERGY SRC PROGRAM

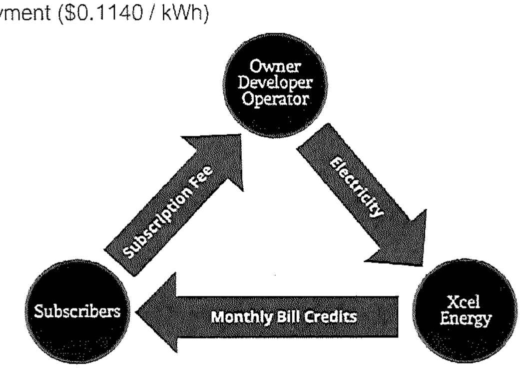
Solar Rewards Community (SRC) Program key features:

- Program mandated by legislation 216B.1641, September 2013
- Bill Credit amount changes annually, according to the Applicable Retail Rate (ARR)
- Community Solar Garden (CSG) and subscribers must be in Xcel territory
- Subscriber must be in the same or adjacent county as the CSG
- No subscriber can have more than 40% of a single CSG
- Allowed to subscribe up to 120% of 12 months average annual usage
- Each CSG needs at least 5 subscribers
- CSG agreements with Xcel are for 25 years
- No upfront costs to subscribers
- No system maintenance costs for subscribers



HOW IT WORKS – COMMUNITY SOLAR

- **Monthly Xcel Energy Bill Credit** - based on actual production of solar garden for that month.
- **Monthly Invoice/Payment to solar garden** – based on actual production of solar garden for that month.
- **Estimated savings** – Xcel ARR Credit ($0.12405 / kWh) is greater than solar garden payment ($0.1140 / kWh)

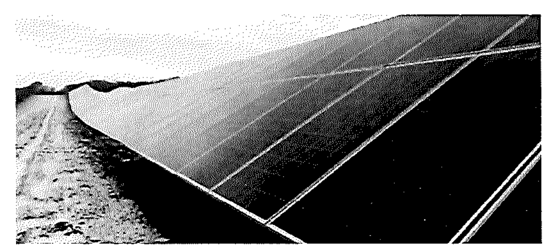


SUBSCRIPTION SIZE

The City of Mantorville Subscription Allocation:

294,420* kWh of community solar subscription allocated to our Rice County community solar gardens

*Equates to about 120% of the city's total remaining annual usage, which is the maximum allowed under the Xcel Energy program.



ESTIMATED SAVINGS

Total estimated savings from subscription: $294,500 - $325,500

Solar garden flat rate option: $0.124 / kWh

Solar garden escalator option: $0.1140 / kWh w/ 1% annual escalator

Xcel ARR Credit rate (2019): $0.12405 / kWh

Xcel ARR credit projected to increase on average 2.6% annually

PROFORMA – ESCALATOR OPTION

Year	Subscription Size (kWh)	Xcel Credit ($/kWh)	Subscription Rate ($/kWh)	Net Annual Savings
1	294,504	$0.1241	$0.1140	$3,100
2	293,000	$0.1273	$0.1151	$3,600
3	291,500	$0.1306	$0.1163	$4,300
4	290,000	$0.1340	$0.1175	$4,900
5	288,600	$0.1375	$0.1186	$5,500
6	287,200	$0.1410	$0.1198	$6,200
7	285,800	$0.1447	$0.1210	$6,900
8	284,400	$0.1485	$0.1222	$7,600
9	283,000	$0.1523	$0.1234	$8,300
10	281,600	$0.1563	$0.1247	$9,000
11	280,200	$0.1604	$0.1259	$9,800
12	278,800	$0.1645	$0.1272	$10,500
13	277,400	$0.1688	$0.1285	$11,300
14	276,000	$0.1732	$0.1297	$12,000
15	274,600	$0.1777	$0.1310	$12,900
16	273,200	$0.1823	$0.1324	$13,800
17	271,800	$0.1870	$0.1337	$14,600
18	270,400	$0.1919	$0.1350	$15,400
19	269,000	$0.1969	$0.1364	$16,400
20	267,700	$0.2020	$0.1377	$17,300
21	266,400	$0.2073	$0.1391	$18,300
22	265,100	$0.2127	$0.1405	$19,200
23	263,800	$0.2182	$0.1419	$20,200
24	262,500	$0.2239	$0.1433	$21,200
25	261,200	$0.2297	$0.1447	$22,200
			Total savings:	**$294,500**

Subscription Size:
- 294,420 kWh (120% of total annual usage).

Solar garden escalator option:
- $0.1140 / kWh w/ 1% annual escalator

Xcel ARR Credit rate (2019):
- $0.12405 / kWh

Xcel ARR credit projected to increase on average:
- 2.6% annually

Estimated savings over 25yr subscription:
- $294,500

PROFORMA – FLAT RATE OPTION

Year	Subscription Size (kWh)	Xcel Credit ($/kWh)	Subscription Rate ($/kWh)	Net Annual Savings
1	294,504	$0.1241	$0.1240	$100
2	293,000	$0.1273	$0.1240	$1,000
3	291,500	$0.1306	$0.1240	$2,000
4	290,000	$0.1340	$0.1240	$3,000
5	288,600	$0.1375	$0.1240	$4,000
6	287,200	$0.1410	$0.1240	$5,000
7	285,800	$0.1447	$0.1240	$6,000
8	284,400	$0.1485	$0.1240	$7,100
9	283,000	$0.1523	$0.1240	$8,200
10	281,600	$0.1563	$0.1240	$9,200
11	280,200	$0.1604	$0.1240	$10,300
12	278,800	$0.1645	$0.1240	$11,400
13	277,400	$0.1688	$0.1240	$12,600
14	276,000	$0.1732	$0.1240	$13,600
15	274,600	$0.1777	$0.1240	$14,800
16	273,200	$0.1823	$0.1240	$16,100
17	271,800	$0.1870	$0.1240	$17,200
18	270,400	$0.1919	$0.1240	$18,400
19	269,000	$0.1969	$0.1240	$19,700
20	267,700	$0.2020	$0.1240	$21,000
21	266,400	$0.2073	$0.1240	$22,300
22	265,100	$0.2127	$0.1240	$23,600
23	263,800	$0.2182	$0.1240	$24,900
24	262,500	$0.2239	$0.1240	$26,300
25	261,200	$0.2297	$0.1240	$27,700
			Total savings:	**$325,500**

Subscription Size:
- 294,420 kWh (120% of total annual usage).

Solar garden Flat Rate option:
- $0.1240 / kWh

Xcel ARR Credit rate (2019):
- $0.12405 / kWh

Xcel ARR credit projected to increase on average:
- 2.6% annually

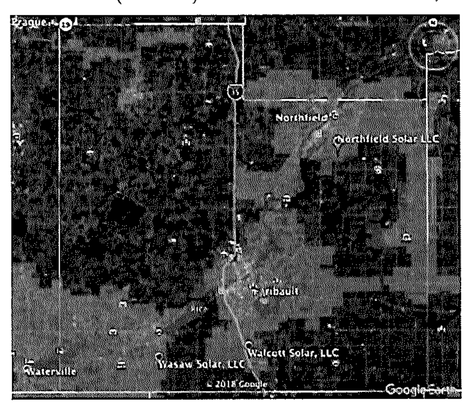
Estimated savings over 25yr subscription:
- $325,500

GARDEN LOCATIONS

Northfield Solar (5 MW): 7281 115thSt E, Northfield MN 55057

Walcott Solar (4 MW): 24230 Albers Ave, Faribault MN 55052

Warsaw Solar (2 MW): 24950 Farwell Ave, Morristown, MN 55052



Project Status:
- Xcel Applications Approved
- Interconnection agreements in place
- Site control, leases in place
- Local permits in process
- Construction Start Q1 2019

Estimated completion timeline:
- Q3 2019

REFERENCE PROJECTS

Dundas Solar LLC – 5 MW community solar garden facility COD January 2018

Address: 9634 Dundas Blvd., Northfield, MN 55057

Waterville Solar LLC – 5 MW community solar garden facility COD January 2018

Address: 51830 147th Ave, Waterville, MN 56096

REFERENCE SUBSCRIBERS

City of Jordan, MN – Participating Subscriber
Located in Scott County along the Minnesota River, the City of Jordan has a population of over 5,000 residents. A short drive from St. Cloud, Jordan maintains a number of city parks, has a well established police and fire department, and a historic downtown district. The City of Jordan has committed subscription to our Le Sueur County 5 MW garden.

The Council provides essential services and infrastructure- Metro Transit's bus and rail system, Metro Mobility, Transit Link, wastewater treatment services, regional parks, planning, affordable housing, and more- that support communities and businesses and ensure a high quality of life for residents. The Met Council is a participating subscriber to our Rice County Dundas Solar 5 MW solar gardens as well as other gardens.

Mankato Clinic – Participating Subscriber
The Mankato Clinic is one of Minnesota's largest physician owned, multispecialty regional group practices, with 135 providers located across ten sites in five communities, including Mankato, North Mankato, St. Peter, Mapleton and Lake Crystal. The Mankato Clinic and satellite locations employ over 750 people, and rank among the top 15 employers in the region. The Mankato Clinic has committed subscription to our Le Sueur County 5 MW garden.

RENESOLA POWER HOLDINGS

ReneSola (NYSE:SOL) is a leading international brand in solar project development, construction, operations and asset management. The company has teams in 10 countries, including major solar power markets such as China, the US, Canada, the UK, France, Spain, Turkey, Poland, Japan, and Thailand. We have over 300 employees, completed over 500 MW of solar projects and operate over 150 MW.

Our unique business model allows us to bring global and national scale at a local level. In Minnesota, we are working on 50+ MW of community solar gardens throughout the state.

ReneSola

- Thank You -

Jen Zeller

Business Development Manager

612-272-1869

jennifer.zeller@renesolapower.com

RESOLUTION 2019-06

A RESOLUTION ESTABLISHING CONNECTION CHARGES FOR THE CEMETERY ROAD SEWER EXTENSION PROJECT

WHEREAS, the City has initiated a project (the "Project") to extend its public sanitary sewer system along a portion of Cemetery Road and, upon completion of the Project, the parcels of real property contained on the attached Exhibit A will have access to the system and will be required to connect to the system pursuant to Mantorville City Code, section 50.04(E); and

WHEREAS, Minnesota Statutes, section 444.075 and Mantorville City Code, section 50.04 both authorize the City to impose connection charges for sanitary sewer facilities and further permit the City Council to establish those charges by resolution for specific projects; and

WHEREAS, the purpose of said connection charges is, in part, (1) to ensure that the City obtains sufficient funds from the property owners served to pay the cost of development and construction of sanitary sewer facilities; (2) to equitably apportion the cost of development and construction of sanitary sewer facilities among the property owners served; and (3) to reimburse the city for the cost of making and supervising connection of properties to the sanitary sewer service facilities; and

WHEREAS, in determining the reasonableness of said charges, Minnesota Statutes, section 444.075 provides that the City Council may give consideration to all costs of the establishment, operation, maintenance, depreciation and necessary replacements of the sanitary sewer system, and of improvements, enlargements and extensions necessary to serve adequately territory within the City; and

WHEREAS, on February 7, 2019, City staff held a public meeting during which the owners affected by the Project were given an opportunity to provide questions and input on the Project and the connection charges associated therewith; and

WHEREAS, in accordance with any and all authority to impose sanitary sewer connection charges, the City Council of Mantorville has determined that the connection charge established herein shall apply to each parcel of property described on Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mantorville, Minnesota:

1. That a sanitary sewer connection charge of $14,214.00 is hereby established for each parcel of property contained on the attached Exhibit A. Pursuant to Mantorville City Code, section 50.04(E), said properties shall be connected to the City's sanitary sewer system no later than September 1, 2019 unless they are otherwise allowed deferment as authorized herein.

2. Upon completion of the Project, the City Clerk-Treasurer shall submit invoices to the owners of the properties listed on Exhibit A for the connection charge established by this Resolution. Pursuant to Mantorville City Code, section 50.04(F)(2)(a), affected property

owners may petition to have their connection charge certified to the Dodge County Auditor in equal annual installments over a period of 15 years with an annual interest rate of 4%. Said petitions must be submitted to the City on the City's approved form and within 90 days of the mailing date of the connection charge invoice.

3. If an owner fails to pay an invoice and fails to petition for annual installments, the City shall certify the total unpaid connection charge to the Dodge County Auditor for payment in one annual installment, which charge shall also bear interest at the annual rate of 4%.

4. Affected property owners with private septic systems in compliance with all local and state laws and regulations may also petition the City for deferment of their connection charge until a future date. To be eligible for deferment, a property owner must provide proof to the City from a licensed septic inspector that the septic system located on the property is in full compliance with all local and state laws and regulations. All petitions for deferment must be filed with the City within 60 days after the date the sewer connection charge is invoiced to the property owner. Interest shall be added to all deferred connection charges at the same annual rate of 4%. Property owners with deferred connection charges must conduct a compliance inspection and bear the cost of such inspection at least once every two years during the deferral period, and file the results of each such inspection with the City. If a property owner fails to conduct and file the results of a compliance inspection with the City during the deferment, or if any inspection shows that a septic system is not in compliance with all local and state laws and regulations, then the deferment period will automatically terminate and the connection charge for the property shall become immediately due and payable.

Adopted by the Mantorville City Council this 11th day of March, 2019.

____
Chuck Bradford, Mayor

ATTEST:

____
Camille C. Reber, City Clerk-Treasurer

EXHIBIT A

CEMETERY SEWER EXTENSION PROJECT 2019

PARCEL NUMBER	PROPERTY OWNER NAME	PROPERTY ADDRESS	MAILING ADDRESS	LEGAL DESCRIPTION	AMOUNT TO CERTIFY
25.502.0031	Casey & Sarah Arnold	140 State Highway 57	140 State Highway 57 Mantorville, MN 55955	Pratts Addition: W330FT OF LOT 1 EX S264FT	$14,214.00
25.021.0100	Legacy Properties	102 Main Street North	4037 4th Place NW Rochester, MN 55901	4.98 ACRES - COMM NECOR NW1/4 NW1/4 SEC 21 W140FT TO BEG S ALONG W LN OF BLKS 34 & 37	$14,214.00
25.225.0030	Jeffrey & Nancy Smith	517 Cemetery Road	517 Cemetery Road Mantorville, MN 55955	Golfview Estates, Lot 3, Block 1	$14,214.00
25.502.0033	Rick Ehmke	400 Cemetery Raod	400 Cemetery Road Mantorville, MN 55955	[illegible] 2 DESCRIBED AS FOLLOWS: BEG AT SWCOR OF SAID LOT 2; TH EAST ALONG	$14,214.00
25.502.0130	Alan & Lois Luther	520 Cemetery Road	520 Cemetery Road Mantorville, MN 55955	COMM 10RDS W OF NECOR LOT 7 W260FT, S17RDS 12 1/2FT E260FT, N17RDS 12 1/2FT TO BEG	$14,214.00
25.021.0200	Thomas Dahms	314 Cemetery Road	314 Cemetery Road Mantorville, MN 55955	STARTING AT A POINT WHICH IS 1072FT NORTH OF THE CENTER OF SECTION 21-107-16, TH	$14,214.00
25.502.0190	Thomas & Helen Ferry	408 Cemetery Road	408 Cemetery Road Mantorville, MN 55955	Pratts Addition, 17.83 ACRES - N4 1/2A OF LOT 2& LOT 3 & W1/3 OF LOT 6	$14,214.00
25.225.0040	Frederick & Colleen McCall	521 Cemetery Road	521 Cemetery Road Mantorville, MN 55955	Golfview Estates, Lot 4, Block 1	$14,214.00
25.502.0140	Thomas & Donna Brass	502 Cemetery Road	502 Cemetery Raod Mantorville, MN 55955	COMM 10RDS 260FT W OF NECOR LOT 7, W235FT, S17RDS 12 1/2FT, E235FT, N17RDS 12 1/2FT	$14,214.00
25.021.0500	Richard Fritz, Tonya Carlson	129 State Highway 57	PO Box 145 Mantorville, MN 55955	7.25 ACRES - NW1/4 NW1/4 S & EOF ASHLAND RD EX THAT PART NW1/4 NW1/4 DES AS PARCEL 215	$14,214.00
25.021.0500	Richard Fritz, Tonya Carlson	129 State Highway 57 2nd Home	PO Box 145 Mantorville, MN 55955		$14,214.00
				Total	**$156,354.00**

Cemetery Road Project 15 Year Payment Schedule

Connection Fee	Interest
$14,214.00	0.04

		Principal	Interest	Total	Balance
					$14,214.00
1	2020	$709.86	$568.56	$1,278.42	$13,504.14
2	2021	$738.26	$540.17	$1,278.42	$12,765.88
3	2022	$767.79	$510.64	$1,278.42	$11,998.09
4	2023	$798.50	$479.92	$1,278.42	$11,199.59
5	2024	$830.44	$447.98	$1,278.42	$10,369.15
6	2025	$863.66	$414.77	$1,278.42	$9,505.50
7	2026	$898.20	$380.22	$1,278.42	$8,607.29
8	2027	$934.13	$344.29	$1,278.42	$7,673.16
9	2028	$971.50	$306.93	$1,278.42	$6,701.67
10	2029	$1,010.36	$268.07	$1,278.42	$5,691.31
11	2030	$1,050.77	$227.65	$1,278.42	$4,640.54
12	2031	$1,092.80	$185.62	$1,278.42	$3,547.74
13	2032	$1,136.51	$141.91	$1,278.42	$2,411.23
14	2033	$1,181.97	$96.45	$1,278.42	$1,229.25
15	2034	$1,229.25	$49.17	$1,278.42	$0.00
Total		$14,214.00	$4,962.34	$19,176.34	

Mantorville Park Board 2019 Proposed Budget

Proposed Project	Original Proposed Cost	Final Recommendation	Finance Committee Recommendation	Notes
Dennison Field Shot Pea Rock	$900.00	$0.00		This can come out of general operating
Cement Work Dennison Field - behind home base	$650.00	$0.00		This can come out of general operating
3 Steel Mesh Trash Surrounds	$1,662.00	**$1,662.00**	**$1,662.00**	
2 Baby Changing tables Mantor and Riverside Park	$320.00	$0.00		This can come out of general operating
5 Dog waste stateions for parks	$275.00	$0.00		This can come out of general operating
2 bean bag stations Riverside Park	$4,000.00	**$4,000.00**	**$3,000.00**	
Handicap accessible toilets for ball fields		$0.00		This can come out of general operating
Campground Erosion Prevention	$3,120.00	$3,120.00		This will come from campground fund
Parks Tree Management	$15,000.00	**$15,000.00**	**$10,000.00**	
Community Tree Management (Blvd./ROW)	$15,000.00	**$15,000.00**	**$10,000.00**	
2nd half cost Mantor Field Fence	$12,500.00	**$12,500.00**	**$12,500.00**	$12,000 from 2018; possible JV to kick in some $$
Covered Bridge Abuttment Repair	$38,876.00	**$10,000.00**	**$10,000.00**	Split this out over 3 years, maybe ask for donations
Rip Rap NE of campground canoe launch	$12,000.00	$12,000.00		This will come from campground fund
New timber surround Slingerland Playground	$16,400 redo with block $13,800 grade to street, timber for mulch $ 9,700 remove/replace old timbers	**$9,700.00**	**$0.00**	Find alternative, put off until later
Total		**$67,862.00**	**$47,162.00**	