# MANTORVILLE CITY COUNCIL MEETING MINUTES
# MONDAY, JUNE 10, 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, Don Hofstad, Sharon Davern and Luke Nash

   Others Present: Ruth Pettey, Joan Nesvold, Roger and Mary Keillor, Mike Bubany, Tyler Bermeersch – DCSO, and Cami Reber.

2. **Pledge of Allegiance -** Done

3. **Additions/Deletions to Agenda**
   Remove Item 9 - Closed Session
   Add 7g – Pay Request 3 to Ellingson Drainage

4. **Consent Agenda** – Motion made by Member Blair, second by Member Hofstad to approve the consent agenda as follows:
   **a)** City Council Meeting Minute's May 29, 2019
   **b)** Warrant List June 10, 2019
   **c)** Fire Department General Meeting Minutes June 2019
   **d)** Dodge County Sheriffs Report for Mantorville May 2019
   **e)** State Demographic Center Household Estimates for Mantorville

   Motion passed unanimously.

5. **Public Concerns** – Ruth Pettey noted to the City Council that kids are jumping off the bluffs again. Staff will follow up to make sure signs are still posted.

6. **Public Hearing(s)**
   1. **6:30 pm Tax Abatement Public Hearing**
      Motion made by Member Blair, second by Member Davern to close the regular session and open the public hearing at 6:30 pm. Motion passed unanimously. Financial Consultant Mike Bubany explained the Tax Abatement being proposed as part of the total $1,560,000 bond issue being considered tonight. Of the total bond issue, $610,000 is for the 5th Street East Project. Tax abatement authority requires us to hold a public hearing and identify the parcels that directly or indirectly benefit the improvements and will generate enough tax revenue over the years. The taxes to pay back the bonds are not assigned to these individual parcels but they are levied against all parcels in the City. It is just a formality to show that we collect enough taxes to make the bond payments. Motion made by Member Blair, second by Member Nash to close the public hearing and go back into regular session at 6:37 pm. Motion passed unanimously.

   2. **6:30 pm or shortly thereafter – Request for a Lot Split**
      Motion made by Member Blair, second by Member Nash to close the regular session and open the public hearing at 6:38 pm. Motion passed unanimously. The purpose of the public hearing is to consider the application for a lot split. Roger Keillor, applicant, explained the request to split his lot into two lots. They plan to sell the current home they now live in and move in an existing home to fix up. They plan to move into that one. Motion made by Member Nash, second by Member Blair to close the public hearing and go back into regular session at 6:40 pm. Motion passed unanimously.

   3. **6:30 pm or shortly thereafter - Request for a Conditional Use Permit**
      Motion made by Member Blair, second by Member Nash to close the regular meeting and open the public hearing at 6:40 pm. Motion passed unanimously. Roger Keillor, applicant, explained the request is to move in an existing single-story home onto the second parcel created from the lot split. He noted that the house movers will provide all of the necessary information that the City will need prior to the move. The plan is to get the foundation in and move the house onto that. The outside physical things he is planning to have done before winter hits. Inside remodeling in the winter and

adding a garage at some point. Plan is to face it towards stagecoach road and within the boundaries within the code. Motion made by Member Hofstad, second by Member Nash to close the public hearing and go back into regular session at 6:43 pm. Motion passed unanimously.

7. **Old Business/New Business**
   a) **RESOLUTION 2019-13 RESOLUTION AUTHORIZING A TAX ABATEMENT ON PROPERTY WITHIN THE CITY OF MANTORVILLE IN CONNECTION WITH THE IMPROVEMENTS TO FIFTH STREET EAST**
   Motion made by Member Blair, second by Member Nash to approve RESOLUTION 2019-13 A RESOLUTION AUTHORIZING A TAX ABATEMENT ON PROPERTY WITHIN THE CITY OF MANTORVILLE IN CONNECTION WITH THE IMPROVEMENTS TO FIFTH STREET EAST. Motion passed unanimously.

   b) **RESOLUTION 2019-14 RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF $1,560,000 GENERAL OBLIGATION BONDS, SERIES 2019A, PLEDGING FOR THE SECURITY THEREOF NET REVENUES, TAX ABATEMENTS AND LEVYING A TAX FOR THE PAYMENT THEREOF**
   Motion made by Member Nash, second by Member Hofstad to approve moving forward with the sale of the bond. Mike Bubany explained the credit rating process we recently completed and how we maintained our AA- rating. He presented the bids received on sale of the bonds; Robert W. Baird and Northland Securities. Baird came in at 2.6% which is better than he had projected. Closing will happen on July 1. Motion passed unanimously.

   c) **RESOLUTION 2019-15 RESOLUTION APPROVING A LOT SPLIT BY METES AND BOUNDS**
   Motion made by Member Davern, second by Member Blair to approve RESOLUTION 2019-15 Approving the lot split – RESOLUTION APPROVING A LOT SPLIT BY METES AND BOUNDS. Motion passed unanimously.

   d) **RESOLUTION 2019-16 RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR THE RELOCATION OF A STRUCTURE**
   Motion made by Member Blair, second by Member Davern to approve RESOLUTION 2019-16 Conditional Use Permit – RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR THE RELOCATION OF A STRUCTURE. Motion passed unanimously.

   e) **Approval for SE MN Tractor Pulls in Riverside Park on June 23**
   Motion made by Member Blair, second by Member Hofstad to approve use of Riverside Park for the SE MN Tractor Pulls on June 23. Motion passed unanimously.

   f) **Approval for a Septic System Permit – 602 Golfview**
   Cami explained the approval needed by the City, per our Code, for new septic system permits. The County regulates the permits but we need to also sign off on them. Motion made by Member Blair, second by Member Hofstad to approve installation-replacement of the Septic System for 602 Golfview. Motion passed unanimously.

   g) **Pay Request #3 for Ellingson Companies**
   Motion made by Member Nash, second by Member Hofstad to authorize payment per Pay Request #3 to Ellingson Companies. Member Blair asked how far along we are. Cami noted it is 89% done. The panel work is to be completed this week with Ellingson coming in behind them to do the restoration work. Motion passed unanimously.

8. **TBD**
   a) **Public Works Report** - None

   b) **City Clerk Report** – Cami reported on the following:
      - Update on 3rd Street Loop project – on schedule if not ahead of schedule. Road to go back in on the park side this week possibly. Good comments received from them.
      - 5th Street East – suppose to start tomorrow.

- Issued 15 Solicitor Permits last week.

c) **Consultant Report** – None

d) **Committee Report**
- Chamber –Member Davern reported on their discussions on Stagecoach Days, upcoming festivals and the farmers market.
- EDA – Mayor Bradford reported on their discussions on the old EDA lots, various grants, the Mantorville Tourism website, looking at arranging a meet and greet for the businesses and introduction to the EDA and their services.
- Fire Department – Member Hofstad reported on general trainings, a fire on Saturday evening call for mutual aid and an update on storm spotting the other night.
- Infrastructure – Member Blair reported on the 5 ton per limit sign for 5th Street East. It's not per axle, its just 5 ton. Most things are over the limit as it is currently signed. Council discussed. Direction to ask Tim what the road is built to and what it should be based on. Member Nash suggested to have Cami get in touch with Tim and based upon the feedback from him, she will contact the infrastructure committee and they will follow Tim's recommendation for signage and report back to the next Council meeting. At least we have a plan based on what our engineer advises us to do until our next meeting. Consensus from Council to do what our engineer advises us to do until we meet again.
- MRA – Member Nash reported on their work on the website and progress with bingo.
- Personnel – Mayor Bradford reported that the Personnel Committee did sit down with Scott Larsen as a follow up with the Administrative Leave. During that discussion, he did submit a letter of resignation and it is the recommendation from the Personnel Committee to accept that letter of resignation. Motion made by Member Blair, second by Member Hofstad that we accept the letter of resignation from Scott Larsen. Motion passed unanimously.
- Motion made by Member Hofstad, second by Member Nash to move forward with posting the position until June 24. Cami is also requesting that we bring in a temporary lawn mower at $11 per hour. Council discussed. Motion passed unanimously.
- Township – Member Davern reported that she did attend and there wasn't anything that really impacted the City at this time. Member Blair asked where we are with the cycle for rates (Fire Contracts).
- Safety – Member Davern noted they are meeting on the 17th here. She would like that on the next Council Meeting agenda, Safety and Public Relations, as they will have presentations.

e) **Council Member Report**
- Member Hofstad – he noted its summer and kids are out of school; let's get the word out on the dangers of jumping off the Cliffs on the south side of the river; a lot more traffic out there due to kids being out of school;
- Member Nash – crossing signs for highway 57 – when are those getting put up? Cami will follow up on this.

f) **Mayor Report**

Mayor Bradford was approached by the Mayor of Oronoco. Oronoco is acting as the point lead for the Zumbro River Initiative and they are asking if we will pass a resolution of support. Nash feels it would be good to review the information and know what we are committing too. Member Davern also commented that we need to know what we are committing to because there is a lot of items there. All Council Members agree. This will be tabled to the next meeting.
He also noted the meeting with the City of Medford meeting regarding our connection to Kasson.

9. **Executive Session** – Removed.

10. **Adjourn** – Motion made by Member Nash, second by Member Davern to adjourn the meeting at 7:42 pm. Motion passed unanimously.