

MANTORVILLE CITY COUNCIL MEETING MINUTES
MONDAY, July 8, 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, Sharon Davern and Luke Nash

Others Present: Will Lambert, Brian Schwanke, Jim Mathieson, his wife and grandson, DCSO Deputy, Joe Adams and Patti Chilson.

2. **Pledge of Allegiance** - Done
3. **Additions/Deletions to Agenda** - None
4. **Consent Agenda** – Motion made by Member Blair, second by Member Davern to approve the consent agenda as follows:
 - a) City Council Meeting Minute's June 24, 2019
 - b) Warrant List July 8, 2019

Motion passed unanimously.

5. **Public Concerns** - None
6. **Public Hearing(s)** - None

7. **Old Business/New Business**

- a) **FD Relief Association Gambling License.** Member Blair made a motion to pass the FD Relief Association Gambling License, Member Davern second the motion. Motion passes.
- b) **Zumbro Water Trail Resolution.** Member Nash sounds like we have already submitted money for the initial so we don't need to do much of anything at this point. Mayor Bradford we need a Resolution for the application for grant funding. We have already applied for grants. Member Nash are we OK so when the \$3000 fee comes around and hope we are rated high enough for grants. Member Nash made the motion to approve the Resolution 2019-18 Supporting Regional Park and Trail Designation. Second by Member Blair. Motion passes.
- c) **Marigold Days Committee Requests.** Will Lambert brought forward the requests for Marigold Days. Similar to what we brought forward from the past years. He is requesting exclusive use of Riverside and the adjacent streets use so we don't come up with any conflicts. He is requesting permission for the Fireworks show on Saturday night at Dusk. Rain date of Sunday night, pending proof of insurance by the provider. It is backwards, first the Council needs to approve to get permission before we can send them money and then they will send the insurance in. Jim Freeman is the provider and coordinator. The street closures in the past and the parade route are marked out the night before. I think they intend to line up on the street because of the construction south of the water tower. He is also looking for permission to use the city street barricades and cones for traffic management. Member Blair made a motion to approve the street closures as presented. Member Davern second it. Member Blair made a motion to approve fireworks pending the Insurance and all requirements for the application, Member Nash second it. All in favor. Motion passes.
- d) **Follow up from Johnny Holm Band Event.** Member Davern has a few questions about the street closure times. Music started playing at 2 and not 5, very loud. She thought it was at 5:30 and the music was from 9-12. Roads were closed early and people were trying to get their flood clean up done and the streets were closed 3 hours early. If we have this again, the streets should not be open that much earlier. A copy needs to go to the sheriff's department for next year for street closures. It is a residential area and, in the future, we need to make the rules clearer.

- e) **City Purchasing Policy:** Member Davern asked Cami to bring forward the information. Member Davern would like to see us establish a very clear purchasing policy on how we do bids. She wants to find out if there is training first on how to do RFP's and competitive bidding when and get that real clear and put it down as a policy. Cami has some ideas for purchasing levels but there are some competitive bidding requirements that we have to build in. Find out if there is training for competitive bids. Put it down as a policy so we don't get in trouble. Member Davern can call the league and get it set up. See what type of training is available and what we would benefit from it. See if the League could do it for free. Work to establish a clear purchasing policy. Member Davern was concerned that she has not seen any sealed bids. Tim Hruska informed her that we open sealed bids usually on a Thursday before the next Council Meeting, they are publicized for all bids. It does not need to be at a Council Meeting. Tim H. explained the bidding process to Member Davern. The Council gets the information presented to them the following Monday about the bids. It explains the lowest bids and the estimates. That is the purpose of the sealed bids. Member Davern says that Cami has a good start on this but she would like to see something formal with it. Member Davern would really like to see this formalized and brought up to speed. Mayor Bradford said that the training would be a good suggestion for their fall retreat. We could look into training opportunities and see what is available for cost and training, onsite or offsite. Then we can identify individuals that would benefit from that. Member Davern agreed that the league would send someone down for nothing. Patti will look into training options for that.
- f) **The 2019 Flood Event:** Mayor Bradford recognized Joe Adams for his hard work, dedication, passion and commitment during the flood. Member Davern really wants us to put out the Emergency phone number for our residents that have any damage to call. There are people coming in to help with whatever to volunteer their services. Joe Adams explained with the flood they have done a quick assessment of the damages that they have seen. Tim H. says they want to do some thorough assessments of storm sewer and sanitary sewer once the water goes down. We made the list of emergency repairs and things that need to be done, but can wait. Now we can go out and get some quotes from a couple different contractors. There were some things that need to be fixed immediately. Joe Adams told that Bluff Street needed repairs right away, at the end of Jefferson Street it was washed out. Stagecoach by Hickory Lane needed repairs right away and West Street washed out really bad. Tim was surprised with how little damage we had. Considering what happened we fared pretty well. Member Davern has never had water in her basement and she had 17 inches. Dave Mathieson's grandson is asking for a better solution to the storm drain grate that is on his property. The past 3 storms on the corner of 5th and west across the old relay lot. The entire back yard has become a lake. It has come a foot and a half and two feet away from the house. The drain is easily clogged. Tim H. explained that he and Joe will be looking at it to help protect the flow. They spent 6-9 months going over this with FEMA to get a 48-inch pipe drain to the river. They compromised and put in the existing rock but FEMA and MN Historical Society required them to put that grate at a certain distance that was characteristic to that era. The look of it was all approved to get it paid for. It just has to be modified.

8. TBD

- a) **Public Works Report.** Joe Adams reported the damage in the City Hall basement was 4-5 feet of water. We lost paperwork, dehumidifier the FD lost a lot. We had to tear the sheet rock off, across the street in Zwiebel's old shop we had to get a dumpster in there. The biggest damage is Riverside Park, they have been cleaning up there. The playground part is destroyed. He got pricing for cleanup equipment, would like to get an excavator to get it cleaned up with new fabric and mulch. The excavator is \$225 a day or \$900 per week. Should only take 2 days. The skid loader is \$275 a day or \$1100 per week. It would be used to move gravel and mulch. Joe plans on getting a dumpster and putting all the mulch in it and starting over. He needs 3 rolls of GEO fabric at, all new pea rock to level it out and mulch is \$2808 delivered for special mulch. We lost 3 garbage cans at \$1818 they were the new ones we just got. Missing 13 tables at a cost of \$124 per table. It will be \$1560 to replace them. There are six tables left. Joe needs 8 loads of gravel for Riverside Park, Maxson went through Riverside Park and he does need to replace all the G fault and breakers at the main pavilion and that will be a cost of about \$500 to get that up and running. The campground electric was fine, Joe flushed

it and took a water sample to Rochester to get it tested. The east side of the campground will be shut down for the upgrades. Joe did lose 2 tables from the campground. Another \$240 for tables at the campground. For what SL did is about \$9000 about \$34,000 in streets so far. It would be about 2 days with the excavator and a week with the skid loader. If we can do a park clean up on Saturday a 10 to get the park cleaned up. Member Nash made a motion to approve what Joe has asked for to get the park up and running, second by Member Blair. Motion passes. Tim helped bail Joe out the night of the flood, Don and Henry have also been helping. Cami also helped pick up sticks at the park. They have been bypassing and renting a pump from SL. The pump needs to be replaced; Joe talked to Steve Bushman a 6" self-priming pump would be great. Joe got a price on used from \$18,000-\$35,000. New would be \$26,112 new from Quality Flow with all the hoses included which cost about \$3,500 just for hoses. Joe will bring forward some more prices to the next meeting. Tim H. said it has been since 2007 since we have done sump pump inspections. We looked at it briefly it would take someone roughly 40 hours of time of inspection. The biggest thing is smoke testing. We would need 3 weeks of dry weather to find out where we have cross connections and if it is getting our storm sewer directly into the sanitary sewer. It would be cheap, three days. They light a smoke bomb and put a fan over the manhole and blow the smoke to see where it is. Someone walking each direction to see where the smoke comes up. We don't have a large area to cover. Also check man hole covers to see if they are actively leaking. Smoke testing is quick and has great results, but you have to have the right conditions. We will be assessing sooner than later for the smoke testing for the fall retreat. We would inform the residents and the Fire Department when we would be doing the testing. Member Davern made a motion for the smoke testing for \$3,500. Second by Member Blair. Motion passes. Joe had a complaint at 920 Clay Street about a hazardous tree. He brought it to the Park Board they approved it, it is in the Park Board budget. Now he is bringing it to the Council for approval. It is in a city owned alley way on city property. It is in the tree budget. Olson gave him a bid of \$380 to remove it and grind the stump out. Member Nash made the motion for removal of the Hazardous tree and Member Blair seconded it. Motion passes. Joe has 6 stumps at Riverside Park some are right along Clay Street so when they are fixing the new road it would be nice to be able to have it all uniform, they are a tripping hazard. The cost for the ones at Riverside is \$540 with Olson doing it. We also have 6 of them out to Dennison Park and they are tripping hazards, the Park Board recommends they be removed. The total of the twelve stumps is \$940 and the Park Board does have it in their tree budget. Joe would like to move forward with that. Member Nash made a motion to move forward with removal of the stumps and Member Davern seconded it. Motion passes. Joe planned on pouring the cement for the bean bag boards this summer. They had a \$3000 budget for that project, \$1858 for the bean bag board project purchase which leaves him \$1142 left over to purchase concrete doing it ourselves. Also, the ADA cement pad at Mantor Field for \$300 with the KMBA donation. Together for both projects with concrete come to \$1442 all together to do it. He did get bids on it and the cheapest bid came in at \$2398. It would be a total of \$1000 difference that we are short the money. Cami brought of the fact that we have money. \$4084 in the park commission balance that we could pull the money from that. We could pull \$1000 out of that fund to get it all done. Member Davern made a motion to take the \$1000 and do that Member Nash seconded it.

b) City Clerk Report – None

c) Consultant Report – None

d) Committee Report EDA, Finance/Budget, Infrastructure – None

e) Council Member Report – Township report, Member Davern wanted to bring back, they are having a lot of concern about 4 wheelers on the roads and on our city streets. 4 wheelers are not allowed unless they meet the criteria. They have to meet safety guidelines seat belts, horns, lights, turn signals and licenses. They can come in and get a handicap provision to drive a golf cart. The ordinance is there but the enforceability has been an issue. They should clean up the ordinance for 4 wheelers. They will discuss what they will permit at the Retreat. Member Davern did not get any responses back about the painting, she did call both Minneapolis and St. Paul. She did get an email back from another city that is doing it and what she would like to do is start to put out about the contest about the design. She wants

to be able to judge it at Marigold Days. Tim H. talked to Craig Durst about the paint and he said you can do any color you want with Sherwin Williams paint and you tint it to whatever color you want. Member Davern will continue with the painting project. The painting project will be on next times agenda.

- f) **Mayor Report** – Mayor Bradford touched base with the governor’s office after the flood. Declaring an emergency disaster event. They did have a conference call with the County and surrounding towns and the governor is coming down on Thursday to talk to Mayor McKern and Mayor Bradford about what we have seen for damage for the city. There are two figures that we need a qualification figure and if it exceeds \$75,000 County wide that is the threshold for the state declaration. Matt was pretty sure that we would get a state declaration. Then the governor has agreed to include the first event and the last event as an event. Now if the state can show up to seven million then FEMA dollars come in. That is the first figures that we need, to show the level of damage. We can get reimbursement for our flood related damages. Each city would handle our own curb side pickup. Look at local haulers. Fair market value. If the city picks up the cost then the state would reimburse 75%. If FEMA comes in and also makes a declaration, they will cover the 25%. Keep track of our costs and look at it for reimbursements. We need to put in a procedure for next time, but we are a week since that last event. With volunteers coming into town to help with the clean-up. Member Nash made a motion to offer a program to create a contract with a hauler to haul away flood items that are certified or documented items by the volunteers that are certified. Member Davern seconded it. Motion passes.

9. **Executive Session** – None

10. **Adjourn – 8:45pm.** Member Nash made a motion to Adjourn and Member Blair second it. Motion passes unanimously.