

MANTORVILLE CITY COUNCIL MEETING MINUTES
MONDAY, OCTOBER 14, 2019
6:30 PM

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

Member present, Chuck Bradford, Henry Blair, Sharon Davern, Don Hofstad and Luke Nash.

Other Present: Virgil and Carol Andrist, DCSO Steph French, Fire Chief JJ Williams, Ruth Pettey, Joan Nesvold, Joe Adams and Patti Chilson.

2. **Pledge of Allegiance** - Done

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

4. **Consent Agenda** – Motion made by Member Hofstad, second by Member Nash to approve the consent agenda as follows:

- a) City Council Meeting Minute's September 23, 2019
- b) Warrant List October 14, 2019
- c) DCSO Mantorville Call Report September
- d) Greater Zumbro River Watershed Meeting Notice

Motion passes unanimously.

5. **Public Concerns** - None

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

7. **Old Business/New Business**

- a) **FD Air Pak Bid** – Review and Approval to Proceed with Purchase. Motion made by Member Davern, second by Member Nash to Proceed with Air Pak Purchase. Motion passes unanimously.
- b) **FD Compeer Grant Award and Approval to Proceed with Purchase.** Motion made by Member Hofstad, second by Member Davern. Motion passes unanimously.
- c) **Procurement Policy** – Member Davern voted to table it till next meeting, second by Member Blair. All in favor, motion is tabled.
- d) **Contracts** – Member Davern would like to see contracts, up until now, their bids have been seen as their contracts. Member Davern would like to see more formal contracting. She is going to take a look at this. Member Davern said we need contracts to protect us. We can set that aside and review the Procurement policy.
- e) **9th Street Striping** – Joe Adams informed the Council that the striping has been done on 9th Street, both the center lines and the fog lines are complete. Member Hofstad said he drives it everyday and it is slowing people down.
- f) **Livestreaming** – Member Davern has been working with KM schools, she wants to use their media class. They are interested is coming and doing the livestreaming. They would live stream it thru the local access and through the Facebook page for the Community Relations Committee. There are no exact dates when it will start. Member Davern would like to see it at the next meeting or the one after that.
- g) **Review of City Ordinances** – Member Davern would like to see some council and citizens go thru and gradually walk through the ordinances. If there is anything that needs changing and do a

review of them. Member Hofstad mentioned if it could wait till next year. The Council has the budget to go through so could we could bring this up in January. Then we could review it and come up with a plan. Member Hofstad mentioned to Cami about talking to the attorney, review it, bring up their ideas. Member Nash said that they did a codification of the ordinance's years ago, we did it through a firm. The firm did it for us, the council did not have time to do it themselves. Member Nash asked if we would consider it when they are doing there budgeting to potentially budget to have that done for us next year. Member Bradford said that they would have a policy discussion. The council will go through it first and then send it. They will have Cami look up who we used last time and what it cost and they can have that as part of there budget discussion.

- h) **City Roof Damage** – Joe Adams presented bids for the City roof damage to the Council. Schwickerts does more commercial type buildings. Joes recommendation would be this year do the asphalt and next year do the tin. Schwickerts can do everything, Gransee can't do the tin and he is too busy this year. League of MN cities will pay for the asphalt, he will be turning it in for the tin to. There is one that is asphalt that he would like to switch over to tin. Schwickerts are doing the courthouse and they do a lot of commercial buildings. Joe is still waiting on a price for the gutters. Schwickerts is coming in cheaper on the asphalt. Schwickerts is out of Rochester and Stewartville. Schwickerts has a 2-year contract warranty. Joe does not have a date until they have a contract. Member Hofstad said that Schwickerts does more commercial and Priority is more residential. Member Hofstad made a motion, second by Member Nash. Motion passes.
- i) **Classification & Compensation Study** – Approval of Bench Mark Communities. Member Bradford said they are looking for approval of a list for Benchmark cities. It is for the compensation study, for wages and benefits for our staff. They have a list of cities in the packet who they are going to compare us to. They want the Council to sign off on the list or modify it. Member Bradford said it will be interesting to see how we compare to other cities. Motion made by Member Bradford, second by Member Hofstad. Motion passes.
- j) **Park Board Member Applicant** – Member Hofstad commented that Jack Bratlien works for him, he is 19, he lives with his family in town and wants to be involved in the Community, this is his home. He is very passionate, he worked at the daycare at his church. He was home schooled and very involved with his church. Member Nash made a motion to approval Jack Bratlien for the Park Board, second by Member Davern. Motion passes.

8. TBD

- a) **Public Works Report** – Joe Adams informed the Council that on 5th Street East, the road keeps washing away at Bergmann Park. Joe has talked to Tim about tarring the shoulder. SL Contracting is in town right now and they could fix it for \$3655 to dig it out, fix it and put asphalt back in it. People cut the corner all the time and kill the grass and vegetation won't grow there. They would have to cut the road and put asphalt back in. The way the people cut the corner it is washing out and it is a hazard. It needs to be fixed to quit washing out. Joe needs approval while they are in town. Member Blair made a motion, second Member Hofstad. Motion passes.
- b) **City Clerk Report** – Patti Chilson gave the Council a reminder that it is Fall Festival October 26 and at City Hall we have tickets for sale for the Pork Chop Feed to raise money for Stagecoach Days next year. Also, a request that they are having the Pork Chop feed at the Bridge they are asking Council if they could put up no parking signs from 4-8 so they could have a drop off spot for people that are attending. The Stage coach days committee requested it. Motion made by Member Hofstad, second Member Blair. Motion passes.
- c) **Consultant Report** – None.
- d) **Committee Report**

Chamber, Member Davern discussed the Chamber, they had the ribbon cutting for the County Seat, talked about the Fall Festival, and a discussion about Old Fashioned Christmas.

EDA, Member Bradford discussed the EDA meeting and Open House. Abby Wright from CEDA lead us through an interactive Facebook demonstration tutorial aimed at local businesses. They had a really good turnout, there was some interest on more advanced beyond introduction to Facebook.

Finance/Budget – None

Fire Department, JJ Williams discussed Fire Prevention Week, every year going to the schools for three days. The kindergarteners twice a day, the preschoolers twice in two days. They get to see the Firefighters, meet them and put on skits, with the Firefighters putting on their gear and masks. They had the Open House, nice crowd and the kids had fun. A few kids won a ride to school in the Fire Truck.

Infrastructure – None

KM Joint Powers – None

MRA – Member Nash, potential to raise some money for the Fire Department.

Park Board – None

Personnel – None

Relief, they had a really good Marigold Days. 800 people for the Fireman's dance and around 650 for the breakfast. Their earnings were up but they had to spend a little extra to replace things from the flood. They also received a \$3000 grant for the First responder equipment. Two Firefighters will be retiring this year.

Township – None

Safety – None

e) **Council Member Report**- None

f) **Mayor Report** - Member Bradford attended the ribbon cutting at the County Seat. Met the new owners and had an amazing turnout.

9. **Executive Session** - None

10. **Adjourn** - Motion made by Member Nash, second Member Davern to adjourn the meeting at 7:30 pm. Motion passes unanimously.