

MANTORVILLE CITY COUNCIL MEETING MINUTES
MONDAY, MAY 11, 2020
6:30 PM

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

Members Present: Chuck Bradford, Luke Nash, Don Hofstad, Sharon Davern – remotely, Henry Blair - remotely.

Others Present: Loren & Marina Castner, Paul Kiltinen, Greg Englund, Fire Chief JJ Williams, Public Works Joe Adams, Cami Reber, Joan Nesbit – remotely and Ruth Pettet - remotely.

2. **Pledge of Allegiance** - Done

3. **Additions/Deletions to Agenda**

- Addition - Resolution 2020-08 – Summary Publication of the Ordinance. Cami clarified that the Ordinance number on the Annexation documents in the packet should be 2020-02. It is listed correctly on the agenda but not on the document in the packet.
- Addition - An update on the nuisance property from the last meeting.

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

- a) City Council Meeting Minute's
- b) Warrant List May 11, 2020
- c) FD Meeting Minutes May 2020
- d) EDA Meeting Minutes February 11, 2020 and March 4, 2020
- e) DCSO Mantorville Call Report for April

Motion passed unanimously.

5. **Public Concerns** - None

6. **Public Hearing(s)**

- a) **6:30 or shortly thereafter – Request for Annexation**

Attorney Paul Kiltinen, representing the land owner, spoke on the petition submitted by Greg Englund, requesting to annex 3 parcels of land into the City of Mantorville.

Loren Castner approached the Council on his concerns with how the City is going to be able to service this area with utilities in the future. Member Hofstad spoke about the initial conversation we had on this and that the City will decide when that time comes. Member Nash noted that there are ways in which the City can extend its utilities to this area if and when that comes up. Council discussed the different options they are currently using and could use in the future to service this area. Mayor Bradford asked for further input from the public three times. Noting none, the public hearing closed at 6:41 pm.

7. **Old Business/New Business**

- a) **ORDINANCE 2020-02 AN ORDINANCE ANNEXING CERTAIN LANDS FROM MANTORVILLE TOWNSHIP**

Motion made by Member Nash, second by Member Hofstad to approve ORDINANCE 2020-02, ANNEXING CERTAIN LANDS FROM MANTORVILLE TOWNSHIP. Motion passed unanimously.

Motion made by Member Nash, second by Member Hofstad to approve RESOLUTION 2020-08, A RESOLUTION AUTHORIZING PUBLICATION OF ORDINANCE BY TITLE AND SUMMARY. Motion approved unanimously.

- b) **Continued - Campground Reservation Program**

Member Davern noted her discussion with CampLife and they can suspend the billing during the off months. Member Nash asked if comparisons were gotten from other campgrounds using the system

and comparable with ours. Member Davern noted none at this time. After discussion and due to the situation with not knowing when our campground will open, the Council decided to wait until next year to implement this.

c) 2021 Fire Contracts

JJ Williams presented the discussion on the renewal of the Fire Contracts. The Officers discussed and are recommending to the Council that we go flat for one year and revisit this next year. Council Members discussed. Mayor Bradford noted this is one of those areas that shows we are finding ways to help the larger communities. Member Nash noted its good when we have made the decision this far ahead. Consensus of Council to move forward with the recommendation from JJ.

d) City Hall Office Project

JJ and Cami explained the project. Member Davern asked if it's possible to get more estimates. JJ noted yes and he will try to have those for the first meeting in June.

e) Personnel Committee

- **Staff Review Recommendation**

The Personnel Committee brought forward the recommendation for the staff reviews. Due to everything going on, staff is requesting in person reviews happen when the entire council can be present. Motion made by Member Blair, second by Member Hofstad to grant all staff the 2% COLA retro back to January 1, 2020 and a .50 per hour increase to Ryan Jech retro back to January 31, 2020 – his 6-month probation date. Motion passed unanimously.

- **Seasonal Parks Position**

Personnel Committee was working with City staff on this. The applicants were narrowed down to 3 that were interviewed with a recommendation brought forward to the Personnel committee. The applicant being recommended has experience in the mowing and lawn care. Motion made by Member Hofstad, second by Member Nash to approve the recommendation for hire. Motion passed with Mayor Bradford and Members Blair, Nash and Hofstad voting for and Member Davern abstaining. She was unable to have further discussion due to the motions being made and approved before she could be heard.

f) LMCIT Liability Coverage Waiver Form

Motion made by Member Nash, second by Mayor Bradford that the City not waive the statutory limits. Member Nash reiterated that this allows the City to stay within the statutory liability insurance coverage limits. Motion passes unanimously.

g) Correspondence from the City

Member Davern asked about the Mayor noting at the last meeting about his writing a letter about mail in ballots. She asked if he wrote that as Mayor of the City or just as a private citizen. Mayor Bradford noted those were verbal comments made as part of a webinar he attended. There was no letter written.

8. TBD

a) Public Works Report – Joe reported on the following:

- Brush clean up this week and hydrant flushing next week.
- Member Nash asked for an update on the water meter program. Joe noted we are scheduled to begin in June but with everything going on this could be pushed out. We are waiting for the update on the 18th from the Governor.

b) City Clerk Report – Cami reported the following:

- Stagecoach Days has been cancelled for 2020.
- Tax distributions are not behind and we should get ours at the end of June just like in years past.

- 24 building permits issued to date, 2 new homes in the Mantor woods Subdivision and another new home permit sitting on her desk to be processed.
- Member Davern asked about the other trailers in the trailer park and why we aren't looking at the others. She is concerned with safety issues that might endanger our Fire Department and First Responders. How do we call attention to this? Cami noted she can find out if the MDH has done their inspection yet this year. Cami would also need to go and take individual photos and note code violations, send out the communication, and monitor this.

c) Consultant Report – none

d) Committee Report

- Chamber – Cami reported on the Spring fling being cancelled, the Melodramas are off for June and July with the future pending, the Farmers Market is to start May 19. Paul Larson can use some help with this and he is looking at getting more interest. The Art Guild is heading up a project for putting KM grad pictures in all the business windows in Mantorville to honor them.
- EDA – Mayor Bradford noted a loan program the EDA put together for the commercial businesses within Mantorville proper, a loan not to exceed the first half of their property taxes at a 0% interest through the end of the year and then a 1% below prime as of January 1. A maximum of \$3,000 and this is a 2-year loan.
- Infrastructure – Cami reported that the pre-demo inspection was done and they are just waiting on the report.

e) Council Member Report – None

f) Mayor Report - None

9. Executive Session - None

Member Davern asked that when we are doing these meetings, to slow things down due to the muting and unmuting which slows response time down for those that are attending virtually and want to comment.

10. Adjourn – Motion made by Member Hofstad, second by Member Nash to adjourn the meeting at 7:25 pm. Motion passed unanimously.