# MANTORVILLE CITY COUNCIL MEETING MINUTES
# MONDAY, NOVEMBER 9, 2020
# 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, and Luke Nash.

   Members Missing: Sharon Davern

   Others Present: Lyle Hoaglund, Ginger Knight, Rhonda Rocap, City Engineer Tim Hruska, City Staff Shelly Jensen Germundson, Joe Adams, and Cami Reber.

   Present Virtually: Sean Murphy, MNDot.

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
   - **b)** Warrant List November 9, 2020
   - **c)** DCSO Call Report for Mantorville October 2020

   Motion passed unanimously.

5. **Public Concerns** – None

6. **Public Hearing(s)** – None

7. **Old Business/New Business**
   - **a) MnDot Agreement – Highway 57 Project – Tim Hruska**

     City Engineer, Tim Hruska, discussed the Letter of Intent (LOI) presented in regards to the Highway 57 Project. Sean Murphy, MNDot Project Manager for the Project, was present virtually. The LOI is the project agreement between the City and MNDot and describes how the project will move forward between the two entities.

     The project is from the North end of the bridge to 9th Street and consists of new roadway, curb and gutter, storm sewer, city utility where needed, etc. from building face to building face. There is some discussion going on about improvements to the bridge that would be part of the project but is not included in this agreement. That discussion has been about connecting the bike trail on the south side of the bridge to Riverside Park. It would be a change of scope if it does become part of the project. There is still discussion on the curb, gutter and sidewalk piece between 6th and 7th Street. Although this area is newer, if it becomes needed as part of the project, they will be doing that section also.

     Tim recommends approving the letter of intent to get the project moving. $3.1 million is the MNDot piece of the project. There is a cost share that always comes to the cities and we will be responsible for this. About $650,000 for the construction piece of the project which doesn't include inflation. This will all be laid out in the final agreement.

     Tim asked that in the next week or so, that we identify people to be placed on a Technical Advisory Committee. Business owners, leaders of the community, etc. People that will represent the different areas of the City during this process. This group will be the one we present ideas to that we plan to lay out to the public. Tim's biggest concern with this is the timing. We are looking at a 2023 project and we need to discuss temporary easements, construction timing, phasing, and access will be a big piece of this project. He asked that everyone send Cami input on persons for the Technical Committee.

Sean Murphy introduced himself as the Project Manager for the Project. Motion made by Member Hofstad, second by Member Nash to approve the Letter of Intent. Motion passed unanimously.

**b) Resolution 2020-23 Redemption and Prepayment GO Series 2011A**

Cami explained the Prepayment of the bond. Maturity is in 2022 but all assessments will be collected at the end of this year. The final payment is $135,000 and will consist of the balance in the fund and about $16,000 from the water fund. Motion made by Member Blair, second by Member Hofstad to approve RESOLUTION 2020-23 RESOLUTION PROVIDIING FOR THE REDEMPTION AND PREPAYMENT OF ALL OUTSTANDING MATURITES OF THE GENERAL OBLIGATION REFUNDING BONDS, SERIES 2011A. Motion passed unanimously.

**c) 2021 Budget – General**

Cami discussed the budget presented at the goal of 4%. Council discussed. Member Blair noted we are where we need to be at the 4% and if we make any further cuts, those dollars should be marked to the CIP Fund. He doesn't feel we need to hold back any more in his opinion. Cami noted that the 2020 tax rate is at 56.75% and at the 4% for 2021 would put that at 55.31% which is a 1.44% decrease in the City tax rate. Discussion on how we sit with other cities in the area. Cami will bring that report to the next meeting. Mayor Bradford also asked for updated population numbers. Question on building permits and how many new home constructions permits we issued. Cami noted she thought we issued 4 new home permits this year. This definitely helps us.

The EDA will give their presentation at the next meeting. She asked Council for any further input on the Park Board wish list. If Council is comfortable with how things sit, she won't direct anything back to them. From a General Fund standpoint, the City is sitting good. No further discussion.

**d) 2021 Enterprise Funds Budget**

Cami discussed the water and sewer fund budgets. She noted projected EOY revenues and expenses for both funds. She noted the water fund will take a hit due to the water meter project but she does see a positive fund balance despite that. Projecting out for next year, she sees the funds being able to handle themselves as long as there aren't any big projects. These projections do not include rate increases for next year. She noted the collection of gas and electric franchise fees which are going into the sewer fund currently. Maybe we want to consider putting those in the water fund for future maintenance of the water tower. Council discussed.

Member Nash noted that costs are likely to come out of these funds for the new infrastructure as part of the highway project in 3 years. Also, any road and utility projects in the future are not accounted for here. Do we do a modest 3% raise now or wait and do the lump sum increases at one time when the projects come forward. Member Blair noted moving the franchise fees to the water fund makes sense, and do we stay with the policy that was created years ago and go with the 3%. Member Nash noted it is important to modestly adjust than sock everyone at one time. He agreed to move the franchise fees to water and do the 3% increase so we don't get behind. Council begrudgingly agreed to approve rate increases. Cami will bring forward the resolution.

**8. TBD**

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

- Hydrant repair needed due to someone hitting it.
- Street sweeping is being done today.

**b) City Clerk Report** – Cami reminded everyone of the Special Meeting for Thursday at 6 pm.

**c) Consultant Report** – None

**d) Committee Report**

EDA – Mayor Bradford gave an update on the CARES Funds distribution.

Fire Department – Member Hofstad gave an update on the air pak's noting that they are in, the masks have been fitted and they will be getting training in December. JJ Williams is planning to approach the Council on what to do with the old tanks that are obsolete.

e) **Council Member Report**

- Member Davern – She was not present but requested that the following statement be read as part of the record:
  1) In looking at our ordinances it appears that rentals are not grandfathered in. So, did we violate code by letting the trailer park person put two houses for rent there? It would appear we did so we need to think about how we fix that.
  2) In reviewing our notes, the discussion about taking CARES money to rehab city hall since discussion of that renovation began way back after the flood and long before Covid-19. There is absolutely NO correlation between this and covid. As it is the office is set up well for covid protection and since the employees have never quit working there and seldom even wear masks, I do not think this is appropriate for covid. I would like it on record that I am rescinding my vote of approval. I think you should pay for that renovation out of the city budget and go back to the businesses you have already given money to see if they need more. You seem to set an arbitrary amount they could ask for and if there is more money, they should be given a chance to collect that. I do not believe this would pass an audit that we will likely go thru and we will need to pay the money back. So, I want it on record that I oppose this use of the Cares money.

f) **Mayor Report -**None

9. **Executive Session -** None

10. **Adjourn** – Motion made by Member Hofstad, second by Member Nash to adjourn the meeting at 7:17 pm. Motion passed unanimously.