

MANTORVILLE CITY COUNCIL MEETING AGENDA
MONDAY, MARCH 22, 2021
6:30 PM

1. Call to Order
2. Pledge of Allegiance
3. Additions/Deletions to Agenda
4. Consent Agenda
 - a) City Council Meeting Minute's March 8, 2021
 - b) Warrant List March 22, 2021
 - c) City Prosecution Year in Review Report
 - d) City Prosecution Services Notice of Fee Increase
 - e) Park Board Resignation Notice
 - f) Communication from Dodge Center Ambulance
 - g) Notice of LBAE Meeting April 12, 2021
5. Public Concerns
6. Public Hearing(s)- None
7. Old Business/New Business
 - a) Mike Bubany, City Finance Consultant – Financing of Plow Truck/2021 Street Projects
 - b) Approval of New Park Board Applicants
 - c) LMCIT Liability Coverage – Waiver Form
 - d) RESOLUTION 2021-06 RESOLUTION AUTHORIZING SUBMISSION OF A PARK GRANT
 - e) 2021 City Council Committee Assignments
8. Tabled Items
 - a) Resolution 2020-16 – Tabled Censure Resolution
 - b) 2021 Street Projects
9. TBD
 - a) Public Works Report
 - b) City Clerk Report
 - c) Consultant Report
 - d) Committee Report
 - Chamber, EDA, Finance/Budget, Fire Department, Infrastructure, KM Joint Powers, MRA, Park Board, Personnel, Relief, Township*
 - e) Council Member Report
 - f) Mayor Report
10. Executive Session - None
11. Adjourn

MANTORVILLE CITY COUNCIL MEETING AGENDA
MONDAY, MARCH 8, 2021
6:30 PM

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

Members Present: Chuck Bradford, Lyle Hoaglund, and Don Hofstad.

Others Present: Henry Blair, Joan Nesvold, Ruth Pettey, William Kinney, Kent & Carol Keller, Carol Boyd, Rhonda Rocap, Jeffrey Ingalls, Dan Trapp (virtual), Jim Potter (virtual), Emma Germundson, City Staff Ryan Jech, Shelly Germundson, Joe Adams, and Cami Reber.

2. **Pledge of Allegiance** - Done

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

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

- a) City Council Meeting Minute's February 22, 2021
- b) Warrant List March 8, 2021
- c) DCSO Mantorville Call Report February 2021
- d) FD General Members Meeting Minutes March 3, 2021
- e) Resolution 2021-04 In Support of Action by the Mantorville EDA
- f) Resolution 2021-05 Resolution Declaring A Vacancy on the City Council
- g) February Month End Financial Reports

Motion passed unanimously.

5. **Public Concerns**

Henry Blair, 302 Mantor Drive, made a statement responding to recent events from City Council meetings, from a letter to the Editor published in the DCI recently and comments made in a recent Council seat resignation letter.

Ruth Pettey, 314 W 6th Street, asked about the fire hydrant on the parsonage lot that has black plastic wrapped around it. Joe Adams noted that the Hydrant is currently out of service and until they know the extent of street repairs in that area, they may not put it back in service. There are two hydrants located at each end of the block.

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

7. **Old Business/New Business**

- a) **Review Applications for City Council Seat**

The City received 3 applications for the two open City Council seats. The applicants are Bill Kinney, Jeff Ingalls and Kent Keller. Each gave a brief introduction of themselves. Council Members asked each applicant questions. The Council did a ballot type election which turned out to be a tie. They then decided on a coin toss. After a few tries, Kent Keller and Bill Kinney were chosen.

- Appointment and Swearing In – Kent Keller and Bill Kinney were sworn in.

- b) **2021 Capital Projects Requests**

- New Plow Truck – Joe Adams presented information on a new plow truck. He received two bids each on the chassis piece and the building of the plow piece. They are as follows:
 - Boyer Trucks – 2021 Freightliner - \$84,310 for the chassis
 - Crysteel Truck Equipment - \$70,146.44 for the plow equipment
 - Boyer will give us a trade in of \$21,000 for a total of \$133,456.44
 - Nuss Truck/Equipment – 2022 Mack Granite \$105,436 for the chassis
 - Towmaster - \$106,348 for the plow equipment
 - Total price of \$211,784.

Joe is recommending the Freightliner by Boyer Trucks and Crysteel to equip it. Council discussed. Motion made by Member Hoaglund second by Member Hofstad to get the ball rolling on purchasing the plow at \$133,456. Motion passed unanimously.

- Street Projects – Joe discussed the street repairs being presented for 2021. The first one is Walnut Street with watermain between 6th and 7th Streets and second is Zumbro Ridge. The cost of these two is \$197,000. This does not include any other street repairs such as point repairs and seal coating. Motion made by Member Hofstad, second by Member Hoaglund to proceed with the Walnut Street repairs and the Zumbro Ridge Repairs explained by Joe at a cost of \$197,000. Cami asked how the Council wants to pay for this. They have \$116,000 scheduled to be transferred to the CIP Fund for 2021. The remaining dollars in that fund are dedicated to the highway 57 project. Is that where they want to take the remaining amount from? Mayor Bradford noted that is one option but if we are already talking to Mike about the plow truck, let's ask him about this also and see what he recommends. Motion made by Member Hoaglund, second by Member Hofstad to table action on this until we have the financing in place. Motion passed unanimously.
- Water Tower – Joe explained the water tower pressure washing project. Member Keller asked about a fungicide being offered as part of the pressure washing. Joe will reach out to them on this. Motion made by Member Keller, second by Member Hoaglund to move forward with cleaning of the water tower. Member Keller asked about if and when we decide to paint the tower, let's talk about the lettering/design for the water tower. Motion passed unanimously.

c) Seasonal Mower Position

Motion made by Member Hofstad, second by Member Hoaglund to approve Brad Suhr to continue in the Seasonal Mower Position for 2021. Motion passed unanimously.

8. TBD

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

- Lost dog recently and how helpful the new phone system was for that. They didn't have to give out their personal cell phone. This has helped in all areas.

b) City Clerk Report – Cami reported on the following:

- TAC Highway 57 meeting tomorrow.

c) Consultant Report – None

d) Committee Report

- Chamber – Member Hoaglund reported on the non-traditional Easter Egg Hunt being planned for this year.
- Fire Department – Member Hofstad reported on the new air tanks being placed in the trucks. Training has been completed and they are up and running.
- MRA – Member Hoaglund reported that they will meet tomorrow night. They are planning to take \$6,000 from the Gambling Funds and donate to the fire victims.

e) Council Member Report

- Member Hofstad – commented on that, contrary to others opinions, he respects the employees of the City and thanks them for the information they bring forward. He appreciates everyone that has tried to make a difference in this community and he is very proud of the people and the town. We are elected to serve the community and we make decisions based on the best of their ability and what they feel is right for the City.

f) Mayor Report – He thanked the 2 new members for offering to serve. He is looking forward to getting some unique perspectives. A reminder to report pot holes to City Hall. He will redo the committee assignments and have them ready at the next meeting.

9. Executive Session - None

10. Adjourn – Motion made by Member Keller, second by Member Kinney to adjourn the meeting at 7:31 pm. Motion passed unanimously.

***Check Summary Register©**

March 2021

Name		Check Date	Check Amt	
10100 Citizens State Bank				
UnPaid	JOE ADAMS		\$24.46	REIMBURSE FOR WORK JEANS
UnPaid	AFLAC		\$159.64	EMPLOYEE PAID SUPPLEMENTAL INSURA
UnPaid	AVESIS		\$27.37	EMPLOYEE PAID SUPPLEMENTAL INSURA
UnPaid	BOUND TREE MEDICAL, LLC		\$928.67	FEMA GRANT - ISOLATION GOWNS/KNEE-
UnPaid	CITY OF KASSON		\$23,062.00	QUARTER 1 - 2021 - WASTE WATER PROC
UnPaid	CITY OF MANTORVILLE PETTY C		\$59.40	REIMBURSE JOE FOR WATER SAMPLE PO
UnPaid	CNH CAPITAL		\$320.54	TIRE FOR THE KABOTA
UnPaid	DODGE COUNTY HIGHWAY DEP		\$1,522.70	SALT/SAND DELIVERY
UnPaid	DODGE COUNTY INDEPENDENT		\$100.00	HELP WANTED AD - CITY CLERK TREASUR
UnPaid	FIRE SAFETY USA, INC		\$179.90	HEXARMOR/FIREARMOR GLOVES
UnPaid	FIRST SYSTEMS TECHNOLOGY,		\$995.00	TROUBLESHOOT WELL #4 FLOW METER
UnPaid	KASSON LASER GRAPHICS		\$79.46	LUKE NASH MEMORIAL PLAQUE
UnPaid	LINCOLN FINANCIAL GROUP		\$201.54	EMPLOYER PAID LIFE & STD - APRIL 2021
UnPaid	MAC QUEEN EMERGENCY		\$411.52	FIRE DEPT - GENERATOR PARTS/REPAIRS
UnPaid	MINNESOTA DEPARTMENT OF H		\$23.00	WATERWORKS OPERATOR - WSSO CERTI
UnPaid	NCPERS GROUP LIFE INS.		\$32.00	EMPLOYEE PAID SUPPLEMENTAL INSURA
UnPaid	ON SITE COMPUTERS, INC		\$1,449.99	LAPTOP & MONITOR FOR CITY HALL
UnPaid	SCHMIDT GOODMAN OFFICE PR		\$2,509.01	2021 - OFFICE REMODEL BLANCE DUE - DE
UnPaid	TEAM LABORATORY CHEMICAL,		\$2,254.50	FINE ROAD PATCH - 100 BAGS
UnPaid	ULINE		\$1,025.00	OSHA COMPLIANT SELF CLOSE FIRE CABI
UnPaid	ULTIMATE SAFETY CONCEPTS, I		\$659.00	FIRE DEPT-QUICK CHANGE/CGA TOOL AD
UnPaid	WARSAW		\$4,339.90	SOLAR GENERATION - DEC 2020
UnPaid	WHKS & COMPANY		\$15,620.48	TH 57 PROJECT 2021
UnPaid	XCEL ENERGY		\$57.24	CHRISTMAS LIGHTS
UnPaid	ZUMBRO VALLEY MUTUAL AID A		\$25.00	FIRE DEPT 2021 DUES
Total Checks			\$56,067.32	

MANTORVILLE, MN

03/19/21 9:24 AM

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Payments

Current Period: March 2021

Batch Name	WAR 03 22 21	User Dollar Amt	\$57,141.10		
	Payments	Computer Dollar Amt	\$57,141.10		
			\$0.00	In Balance	
Refer	0 ADAMS, JOE	-			
Cash Payment	E 101-41940-417 Uniforms	REIMBURSE FOR WORK JEANS			\$24.46
Invoice	REIMBMAR21 3/22/2021				
Transaction Date	3/18/2021	Citizens State Bank 10100	Total		\$24.46
Refer	0 AFLAC	-			
Cash Payment	G 101-21710 AFLAC	EMPLOYEE PAID SUPPLEMENTAL INSURANCE MARCH 2021			\$159.64
Invoice	831330 3/22/2021				
Transaction Date	3/18/2021	Citizens State Bank 10100	Total		\$159.64
Refer	0 AVESIS	-			
Cash Payment	G 101-21715 Employee Paid Vision Plan	EMPLOYEE PAID SUPPLEMENTAL INSURANCE - VISION - MARCH2021			\$27.37
Invoice	2631388 3/22/2021				
Transaction Date	3/18/2021	Citizens State Bank 10100	Total		\$27.37
Refer	0 BOUND TREE MEDICAL, LLC	-			
Cash Payment	E 101-42200-442 Grant Award Related Ex	FEMA GRANT - ISOLATION GOWNS/KNEE-HI BOOT COVERS			\$317.13
Invoice	83987269 3/22/2021				
Cash Payment	E 101-42200-442 Grant Award Related Ex	FEMA GRANT - N95 PARTICULATE RESPIRATOR			\$611.54
Invoice	83987268 3/22/2021				
Transaction Date	3/18/2021	Citizens State Bank 10100	Total		\$928.67
Refer	0 CNH CAPITAL	-			
Cash Payment	E 101-45200-404 Repairs/Maint Machinery	TIRE FOR THE KABOTA			\$320.54
Invoice	2021 MARCH 3/22/2021				
Transaction Date	3/18/2021	Citizens State Bank 10100	Total		\$320.54
Refer	0 CITY OF KASSON	-			
Cash Payment	E 602-49450-585 Kasson WW Processing	QUARTER 1 - 2021 - WASTE WATER PROCESSING FEES			\$23,062.00
Invoice	QTR 1-2021 3/22/2021				
Transaction Date	3/18/2021	Citizens State Bank 10100	Total		\$23,062.00
Refer	0 DODGE COUNTY HIGHWAY DEPA	-			
Cash Payment	E 101-43125-406 Snow/Ice Removal	SALT/SAND DELIVERY			\$1,522.70
Invoice	022821-030121 3/22/2021				
Transaction Date	3/18/2021	Citizens State Bank 10100	Total		\$1,522.70
Refer	0 DODGE COUNTY INDEPENDENT	-			
Cash Payment	E 101-41110-352 Publishing	HELP WANTED AD - CITY CLERK TREASURER			\$100.00
Invoice	11437 3/22/2021				
Transaction Date	3/18/2021	Citizens State Bank 10100	Total		\$100.00
Refer	0 FIRE SAFETY USA, INC	-			
Cash Payment	E 101-42200-240 Tools and Minor Equipm	HEXARMOR/FIREARMOR GLOVES			\$179.90
Invoice	144768 3/22/2021				
Transaction Date	3/18/2021	Citizens State Bank 10100	Total		\$179.90
Refer	0 KASSON LASER GRAPHICS	-			

Payments

Current Period: March 2021

Cash Payment	E 101-41500-437 Other Miscellaneous	LUKE NASH MEMORIAL PLAQUE		\$79.46
Invoice	8950	3/22/2021		
Transaction Date	3/18/2021	Citizens State Bank	10100	Total \$79.46
Refer	0 LINCOLN FINANCIAL GROUP	-		
Cash Payment	G 101-21711 Life Insurance Payable	EMPLOYER PAID LIFE & STD - APRIL 2021		\$201.54
Invoice	MARCH2021	3/22/2021		
Transaction Date	3/18/2021	Citizens State Bank	10100	Total \$201.54
Refer	0 MINNESOTA DEPARTMENT OF HE	-		
Cash Payment	E 601-49400-208 Training, Mileage	WATERWORKS OPERATOR - WSSO CERTIFICATE - RYAN JECH		\$23.00
Invoice	WSSOCERT202	3/22/2021		
Transaction Date	3/18/2021	Citizens State Bank	10100	Total \$23.00
Refer	0 MAC QUEEN EMERGENCY	-		
Cash Payment	E 101-42200-228 Equip. Repair and Mainte	FIRE DEPT - GENERATOR PARTS/REPAIRS		\$411.52
Invoice	PO4836	3/22/2021		
Transaction Date	3/18/2021	Citizens State Bank	10100	Total \$411.52
Refer	0 NCPERS GROUP LIFE INS.	-		
Cash Payment	G 101-21711 Life Insurance Payable	EMPLOYEE PAID SUPPLEMENTAL INSURANCE - APRIL 2021		\$32.00
Invoice	2021MARCH	3/22/2021		
Transaction Date	3/18/2021	Citizens State Bank	10100	Total \$32.00
Refer	0 ON SITE COMPUTERS, INC	-		
Cash Payment	E 101-41500-570 Capital Outlay	LAPTOP & MONITOR FOR CITY HALL		\$456.00
Invoice	QT#002092	3/22/2021		
Cash Payment	E 601-49400-430 Miscellaneous	LAPTOP & MONITOR FOR CITY HALL		\$455.49
Invoice	QT#002092	3/22/2021		
Cash Payment	E 602-49450-437 Other Miscellaneous	LAPTOP & MONITOR FOR CITY HALL		\$455.50
Invoice	QT#002092	3/22/2021		
Transaction Date	3/18/2021	Citizens State Bank	10100	Total \$1,366.99
Refer	0 ON SITE COMPUTERS, INC	-		
Cash Payment	E 601-49400-300 Professional Svcs (GENE	SECURITY SUBSCRIPTION LICENSE		\$12.00
Invoice	CW72665	3/22/2021		
Cash Payment	E 101-41500-300 Professional Svcs (GENE	BACKUP & STORAGE		\$71.00
Invoice	CW72739	3/22/2021		
Transaction Date	3/18/2021	Citizens State Bank	10100	Total \$83.00
Refer	0 CITY OF MANTORVILLE PETTY CA	-		
Cash Payment	E 601-49400-430 Miscellaneous	REIMBURSE JOE FOR WATER SAMPLE POSTAGE		\$22.25
Invoice	PETTYCASH032	3/22/2021		
Cash Payment	E 101-41500-322 Postage	CERTIFIED & VARIOUS LETTER/PACKAGE POSTAGE		\$37.15
Invoice	PETTYCASH032	3/22/2021		
Transaction Date	3/18/2021	Citizens State Bank	10100	Total \$59.40
Refer	0 MN PERA	Ck# 005537 3/22/2021		
Cash Payment	G 101-21704 PERA	EMPLOYEE RETIREMENT		\$1,073.78
Invoice	2021 - PR#5	3/22/2021		
Transaction Date	3/18/2021	Citizens State Bank	10100	Total \$1,073.78
Refer	0 SCHMIDT GOODMAN OFFICE PRO	-		

Payments

Current Period: March 2021

Cash Payment	E 101-41500-570 Capital Outlay	2021 - OFFICE REMODEL BLANCE DUE - DESKS/CHAIRS		\$2,509.01
Invoice 7718	3/22/2021			
Transaction Date	3/18/2021	Citizens State Bank	10100	Total \$2,509.01
Refer	0 TEAM LAB CHEMICAL CORP.			
Cash Payment	E 101-43100-224 Street Maint Materials	FINE ROAD PATCH - 100 BAGS		\$1,467.25
Invoice INV0024608	3/22/2021			
Cash Payment	E 101-45200-200 Supplies	WEED KILLER		\$787.25
Invoice INV0024608	3/22/2021			
Transaction Date	3/18/2021	Citizens State Bank	10100	Total \$2,254.50
Refer	0 ULINE			
Cash Payment	E 101-43100-229 Safety/OSHA	OSHA COMPLIANT SELF CLOSE FIRE CABINET		\$1,025.00
Invoice 131092374	3/22/2021			
Transaction Date	3/18/2021	Citizens State Bank	10100	Total \$1,025.00
Refer	0 ULTIMATE SAFETY CONCEPTS, IN			
Cash Payment	E 101-42200-228 Equip. Repair and Mainte	FIRE DEPT-QUICK CHANGE/CGA TOOL ADAPTER PARTS & REPAIRS		\$659.00
Invoice 193519	3/22/2021			
Transaction Date	3/18/2021	Citizens State Bank	10100	Total \$659.00
Refer	0 WHKS & COMPANY			
Cash Payment	E 101-41950-303 Engineering Fees	TH 57 PROJECT 2021		\$15,620.48
Invoice 42846	3/22/2021		Project 19-002	
Transaction Date	3/18/2021	Citizens State Bank	10100	Total \$15,620.48
Refer	0 ZUMBRO VALLEY MUTUAL AID AS			
Cash Payment	E 101-42200-433 Dues and Memberships	FIRE DEPT 2021 DUES		\$25.00
Invoice 228	3/22/2021			
Transaction Date	3/18/2021	Citizens State Bank	10100	Total \$25.00
Refer	0 WARSAW			
Cash Payment	E 101-43160-381 Electric Utilities	SOLAR GENERATION - DEC 2020		\$1,092.19
Invoice 33/2102-6994D	3/22/2021			
Cash Payment	E 101-43160-381 Electric Utilities	SOLAR GENERATION - FEB 2021		\$3,247.71
Invoice 33/2102-6994D	3/22/2021			
Transaction Date	3/18/2021	Citizens State Bank	10100	Total \$4,339.90
Refer	0 XCEL ENERGY			
Cash Payment	E 101-43160-381 Electric Utilities	CHRISTMAS LIGHTS		\$57.24
Invoice STMT722791091	3/22/2021			
Transaction Date	3/18/2021	Citizens State Bank	10100	Total \$57.24
Refer	0 FIRST SYSTEMS TECHNOLOGY, I			
Cash Payment	E 601-49400-300 Professional Srvs (GENE	TROUBLESHOOT WELL #4 FLOW METER		\$995.00
Invoice 21024	3/22/2021			
Transaction Date	3/18/2021	Citizens State Bank	10100	Total \$995.00

Payments

Current Period: March 2021

Fund Summary

	10100 Citizens State Bank	
101 GENERAL FUND		\$32,115.86
601 WATER FUND		\$1,507.74
602 SEWER FUND		\$23,517.50
		\$57,141.10

Pre-Written Checks	\$1,073.78
Checks to be Generated by the Computer	\$56,067.32
Total	\$57,141.10

Memorandum

To: Mayor and Council

From: Cami Reber

Date: 3/19/2021

Re: 2020 Mantorville Prosecution Report

Attached is the 2020 Mantorville Prosecution Report from City Prosecutor David Jacobsen. The report outlines his services for 2020 and includes the amount of revenue received back from fines, \$2,296.81. The City paid out just under \$4,000 for prosecution services in 2020.

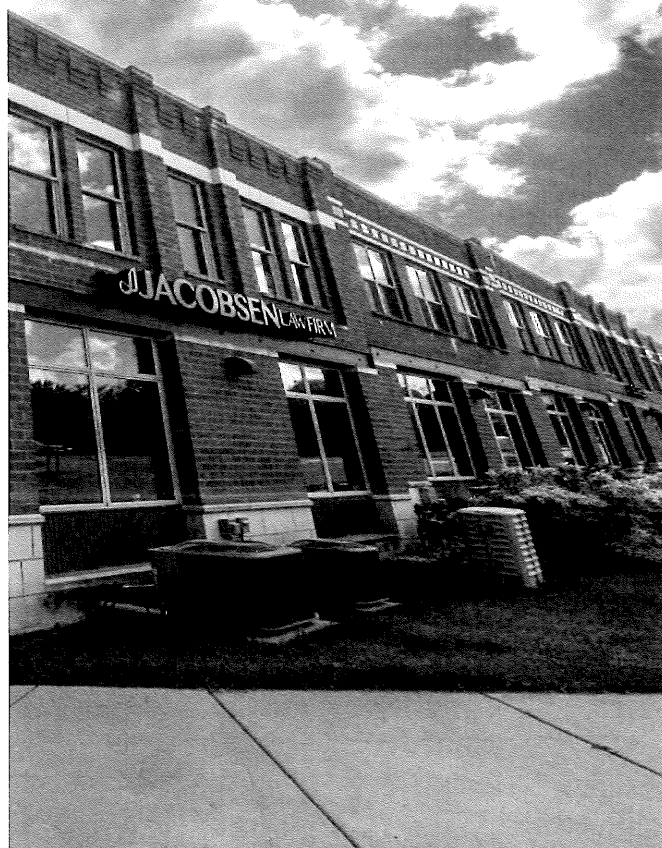
Also included is a request for an increase in the hourly prosecution rate. Please review these items and if you have any questions or want David to present the report in person, he is willing to attend a Council meeting.

Mantorville Prosecution Report - 2020

FEBRUARY 18

Jacobsen Law Firm, P.A.

Authored by: David W. Jacobsen



Mantorville Prosecution Report

Background & 2020 Changes

This written report is to apprise the City Administrator and the Mantorville City Council of the municipal prosecution services provided by Jacobsen Law Firm, P.A. f/k/a Hero, Jorstad & Jacobsen Law Firm, P.A. ("Law Firm") for 2020. The City of Mantorville has a statutory obligation to provide for prosecution of adult misdemeanor, certain designated gross misdemeanor, and petty misdemeanor offenses within the city limits. The City of Mantorville has contracted with the Law Firm since 2014 for such services on an as-needed basis at an hourly rate.

The Law Firm had some changes in 2020, including: changing its name, moving into a new office for the Northfield location, having a staff member leave, and hiring a new attorney, A.J. Lindell. Our new attorney, A.J. Lindell, is no stranger to the Mantorville area serving nearby on the KW School Board and doing CrossFit in Kasson. His resume is attached.

The Law Firm has two (2) full-time attorneys (David and A.J.), two (2) semi-retired attorneys (Mike and Steve) and one (1) legal assistant (Suzy). Attorneys David Jacobsen and A.J. Lindell along with legal assistant Suzy Bergquist are primarily responsible for handling prosecution services to the City of Mantorville.

Prosecuted Offenses

Prosecuted offenses include all charged offenses that required prosecutorial action before Dodge County District Court. For the purposes of this report, prosecuted offenses do not include payable citations paid in lieu of a court appearance. These citations require minimal prosecutorial resources. The Dodge County Sheriff's Office would likely be able to provide the number of citations issued for payable offenses in the City of Mantorville. Prosecuted offenses also exclude matters that were reviewed for prosecution but where no charges were filed. There were two (2) cases reviewed for prosecution but were ultimately declined due to lacking evidence, lacking jurisdiction (e.g. Juvenile matters, felony matters, outside of Mantorville city limits), or other extenuating circumstances. In 2020, the total number of prosecuted offenses was twenty-nine (29), this is an increase by 12 from 2019.

Total Prosecuted Offenses: 29

Traffic Offenses

Of these offenses, eighteen (18) or sixty-two percent (62%) consist of traffic offenses. Traffic offenses prosecuted consist of the following: DWI (1), driving after withdrawal (10), careless driving (2), parking violation (3) and no insurance (2). The DWI offense, included a forfeiture action, which added to the prosecution time needed towards the matter. As compared to 2019, the prosecuted traffic offenses are up approximately twenty-nine percent (29%) from (14) to (18).

Total Traffic Offenses: 18

Community Offenses

Of the prosecuted offenses, eleven (11) or thirty-eight percent (38%) consist of community offenses. Community offenses prosecuted consist of the following: assault/OFP violations/OLP (1), disorderly conduct (2), dog violations (7), and theft (1). As compared to 2019, prosecuted community offenses have increased from (3) to (11).

Total Community Offenses: 11

Dispositions

For the above-mentioned offenses, twenty-four (24) or eighty-three percent (83%) have reached disposition and are closed. Dispositions ranged from dismissals with a fine to executed jail sentences based upon the severity of the offense and the defendant's driving and criminal history. Of those cases that reached disposition, dispositions occurred at different stages in the criminal prosecution process. Many cases were resolved at Arraignment or the defendant's first court appearance and others were resolved at a pre-trial court appearance or an omnibus hearing. As of December 31, 2021, five (5) files remain open. Our disposition rate is similar to previous years, I would note that COVID has had a significant impact on the speed to which cases move through the court system. As a whole, Dodge County District Court has numerous cases lagging due to the court being shut down for two (2) months and the switch to remote hearings via zoom.

Case Disposition Total: 24/29

Prosecution Resources

In 2020, the Law Firm had submitted monthly statements to city staff detailing prosecutorial services provided on specific dates and the time spent toward such services in 1/10-hour increments. Over the course of 2020, the highest monthly total of hours toward prosecutorial services was 7.2 hours in January, whereas in June and July, the lowest the Mantorville City Prosecutor provided was 0.5 hours of prosecution services. The average amount of monthly hours spent toward prosecution services is (3.4) in 2020, a decrease from (5.5) hours in 2019.

The Law Firm makes court appearances on Mondays and Wednesdays and other appearances scheduled outside those days. Due to the COVID-19 global pandemic the courts were closed in mid-March through mid-May when court appearances re-opened with zoom technology. In addition to court appearances, the Law Firm prepares criminal complaints, communicates with defense counsel and crime victims, processes discovery requests, forfeiture proceedings, prepares discovery and pleadings, and communicates with law enforcement officers and records staff. The most time intensive of these out-of-court services is preparing criminal complaints. The Law Firm filed two (2) criminal complaints, that being about seven percent (7%) of the prosecuted cases.

In addition to the services mentioned above, the Law Firm devotes time to collaborating with other stakeholders (i.e. judges, other prosecutors, and defense counsel, and court staff) in Dodge County, reviewing court opinions that impact the City of Mantorville and attend continuing legal education to stay current on changes in the law, especially in the area of DWI law. This is time necessary to competently advise and represent the City of Mantorville but is not solely for the benefit of the city so is not reflected in the Law Firm's time toward Mantorville's prosecution services.

Total Hours for Prosecution Services: 41

Fine Revenue

When a defendant is convicted of an offense, unless waived, the defendant is ordered to pay a base fine which range based upon the level of offense plus a court surcharge and library fee. The total fine revenue remitted back to the City of Mantorville for 2020 was approximately \$2,296.81 (this does not include missing reports for July and August) which is \$635.19 more than 2019.

Total Fine Revenue: \$2,296.81

Covid 19 Effects

Certainly, the COVID 19 global pandemic has impacted everyday life in Mantorville and Dodge County. However, the effect on prosecution services has been fairly minimal. Total prosecuted offenses in 2020 have increased ever so slightly from 2019. Utilizing technology, we have been able to keep the courts open and cases moving through after the shutdown.

Closing

It has been my pleasure serving the City of Mantorville as its city prosecutor and I look forward to continuing that public service in 2021. If you have questions, please feel free to contact either myself or A.J. at (507) 786.9090 or by email at david@jacobsen-law.com or aj@jacobsen-law.com. I welcome additional suggestions and questions from city staff, city council members, and the public.

Respectfully submitted,

Jacobsen Law Firm, P.A.



David W. Jacobsen

A.J. LINDELL, Esq.

O: 507.786.9090

C: 651.336.8413

E: aj@jacobsen-law.com

EDUCATION

MITCHELL HAMLINE SCHOOL OF LAW, Saint Paul, MN

J.D., December 2018

Honors: *Magna Cum Laude*

Member Inaugural Hybrid Program

Dean's List (7x)

UNIVERSITY OF MARYLAND, Adelphi, MD

B.A. in History, 2013

Honors: Dean's List (4x)

SAINT PAUL COLLEGE, Saint Paul, MN

A.A., 2011

Honors: Phi Theta Kappa Honor Society

Dean's List (4x)

EXPERIENCE

JACOBSEN LAW FIRM, P.A., Northfield/Wanamingo, MN

2020- Present

Associate Attorney

Criminal Defense, Municipal Prosecution, Estate Planning, Small Business, Family Law.

A.J. LINDELL, ATTORNEY at LAW, Kenyon, MN

2019- 2020

Owner/Attorney

Solo practitioner focusing on Estate Planning, Small Business, and Agricultural Succession Planning.

UNITED AIRLINES, Minneapolis, MN

1994-Present

Fleet Service- Lead

Coordinate aircraft safety, train, and qualify employees. Co-chair of Labor/Management Action Team facilitating consistent application of collective bargaining language.

INTERNATIONAL ASSOCIATION OF MACHINISTS, Minneapolis, MN

1995-2020

President Local Lodge 1833

Grievance Committee Chairperson

Responsible for creating and maintaining operating budget for the lodge. Proctor of monthly meetings. Representation in arbitration and disciplinary hearings, conduct negotiations, and specialize in contract interpretation disputes. Investigate grievances and draft representation strategy and opinions on merits of claim.

SKILLS AND INTERESTS

Legal Research, Legal Writing, Mediation, Grievance Investigation. Youth basketball, baseball, and softball coach. Interests include all Minnesota Sports, golf, and travel.



February 18, 2021

VIA EMAIL

Honorable Mayor and City Council
City of Mantorville
21 5th St East
Mantorville, MN 55955

RE: Request for Increase for Municipal Prosecution Services

Dear Mr. Mayor and City Council:

Greetings, our firm has served as the municipal prosecuting attorney for the City of Mantorville since 2014. The scope of services provided is as described on Exhibit A attached hereto. As compensation for such services, we have billed the City of Mantorville at an hourly rate of \$105.00 per hour. This amount has not increased over the last few years. Therefore, I respectfully request a modest increase to \$110 per hour. This hourly rate is less than one-half my standard hourly rate for legal services. I submit this amount as a fair and reasonable fee both to my firm and to the City of Mantorville. I welcome the opportunity to evaluate and discuss this amount annually. Even with the increase, we anticipate being at or under our estimate total of \$6,000-\$7,000 annually.

I truly enjoy the working relationship with the City of Mantorville, law enforcement, and others involved in the criminal justice system in Dodge County. I am grateful for the opportunity to continue to provide such public service.

If you have any questions, please feel free to contact me.

Sincerely,

Very truly yours,

JACOBSEN LAW FIRM, P.A.



David W. Jacobsen

Enclosure

cc: Cami Reber (via email)

SCOPE OF PROSECUTION SERVICES: EXHIBIT A

1. Meetings and/or telephone conversations with and advising Mayor, Council Members, City Clerk, law enforcement, and other authorized staff on general criminal legal matters.
2. Research and submission of legal opinions on criminal legal matters requested by City Clerk, law enforcement or other authorized staff; availability to answer staff questions by telephone.
3. Legal consultation and general support for Mayor, Council Members, City Clerk, law enforcement and other authorized staff on general criminal legal matters.
4. Provide a high level of customer service by responding in a prompt manner.
5. Prosecute all petty misdemeanor, misdemeanor and statutorily delegated gross misdemeanor offenses committed within the corporate limits of the City. This includes all such cases initiated by any law enforcement agency and citizen complaints including, but not limited to, traffic violations, DUI cases, theft and City Code violations.
6. Provide advice, consultation and training where required to law enforcement and to all other departments of the City in the interpretation and enforcement of statutes, ordinances and investigations of violations in connection with the prosecution of criminal cases.
7. Prepare criminal complaints where facts warrant.
8. Evaluate all cases where a plea of not guilty is entered and prosecute where warranted.
9. Prepare appropriate pre-trial notices as required.
10. Seek such additional investigation as required.
11. Negotiate and enter plea bargains where deemed advisable.
12. Represent the City at all pre-trial motions.
13. Perform all legal research and prepare briefs when required.
14. Try all jury and court cases.
15. Examine, evaluate and provide representation for all appeals to Appellate Courts.
16. Draft ordinances, ordinance amendments, resolutions and correspondence as requested.

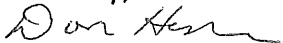
17. Review ordinances as requested.
18. Render written opinions on criminal prosecution matters when requested, including interpretation of statutes, ordinances, rules and regulations.
19. Ensure proper notification and preparation of law enforcement and staff for trial.
20. Assist in resolving criminal prosecution matters not resulting in litigation.

To: Mantorville Park Board

Date: March 7, 2021

This letter is to inform you that I will be ending my membership on the Mantorville Park Board at the end of my term on March 2021 due to increased unavailability in the future. It has been a pleasure serving and I hope I can continue to make contributions in the future in whatever way I can. Please keep in touch.

Sincerely,


Don Heser



DODGE CENTER
A M B U L A N C E

Memo

To: City of Mantorville

From: Angela Jarrett, Ambulance Director

Date: March 11, 2021

Re: New Medical Director, Rapid Sequence Intubation (RSI), and Ketamine

The Dodge Center Ambulance is excited to share the recent addition of two new advanced life support treatments available to our service area and the hire of a new medical director.

The first, rapid sequence intubation (RSI) is an advanced airway skill provided by paramedics which uses medications to allow providers to definitively secure a problematic airway. Examples of when RSI would be used include unresponsive patients with 'clenched jaws', serious head injuries, and patients who are unable to maintain their own airway. The second, is the addition of the anesthetic ketamine to our available medications. Ketamine is used to treat pain, sedate, and is an anti-psychotic. Previously, these treatments were only available to our service area via Mayo One. Under the supervision of Dr. Aaron Klassen, M.D., our staff has received training and our paramedics are able to provide these treatments in the field.

Dr. Klassen became the Dodge Center Ambulance Medical Director in December 2020, replacing long time medical director, Dr. David Agerter, who recently retired. Dr. Klassen is an emergency board certified physician practicing in the emergency department at Mayo Clinic, Rochester. Dr. Klassen comes to us with a strong background in pre-hospital emergency medical care including an EMS fellowship at Region's Hospital in St. Paul, MN. Dr. Klassen also provides medical direction for Mayo Ambulance.

Dr. Klassen has been instrumental in training and implementing these new treatments. It is our hope we do not need to use these treatments, but are better prepared to respond to future emergencies should the need arise.

As always, if any service area partners or cities would like further information or a presentation about the Dodge Center Ambulance, please contact Director Angie Jarrett.

Important Information Regarding Property Assessments

This may affect your 2022 property tax payments.

The Board of Appeal and Equalization of the City of Mantorville will meet:

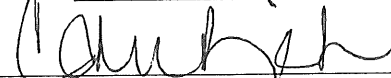
Date/Time: Monday, April 12, 2021 at 6:00 pm

Location: City Hall

The purpose of this meeting is to determine whether taxable property in the jurisdiction has been properly valued and classified by the assessor.

If you believe the value or classification of your property is incorrect, please contact your assessor's office to discuss your concerns. If you disagree with the valuation or classification after discussing it with your assessor, you may appear before the local board of appeal and equalization. The board will review your assessments and may make corrections as needed. Generally, you must appeal to the local board before appealing to the county board of appeal and equalization.

Given under my hand this 24th day of March, 2021



City Clerk of the City of Mantorville

FINANCING OPTIONS FOR STREET AND PLOW PROJECTS - 2021

You have informed me that the City is wondering how to pay for two separate projects this year. Specifically, you have a Street Project (estimated cost of \$200K with only \$116K budgeted) and a Plow Truck purchase (\$145,000). It appears that a small financing makes sense here, but first let's address statutory authority.

STATUTORY AUTHORITY

Since you are not assessing costs for the Street Project, we only have two options. We could use Street Reconstruction Authority, but that authority comes with a 30-day petition period whereby voters could stop the process. That uncertainty can cause issues as you might imagine. Alternatively, we could use Tax Abatement Authority (like we did in 2019). While there is a public hearing, there are no protest petition periods. We simply need to find enough benefitting City parcels whose taxes add up to the principal amount of the borrowing over its life (as an example, a \$100,000 bond over 10 years would need to have an annual abatement of \$10,000).

The Plow Truck is fairly easy. We can issue that portion as an "Equipment Certificate". We are limited to a 10 year term. However, since the equipment cost is less than 0.25% of the City's market value, this authority is also NOT subject to any protest petition periods. Good news.

SALES METHOD

Much of your Council is experienced with the issuance of municipal debt. It is NOT cheap to say the least. As such, as deals become smaller and shorter, controlling issuance costs becomes VERY important....sometimes more so than interest rate. The projects contemplated in this email are considered VERY small in terms of municipal finance. A rated, public offering would cost TENS of thousands of dollars and simply does not make sense.

Because of this, I advise a direct bank placement utilizing the Micro Loan program offered through MN Rural Water Association. Total fees would be \$5,050 for the issuance and \$500 for the Tax Abatement processing. Those are lump sum and wrapped into the deal. No annual servicing fees apply. A normal bank placement (without MN Rural Water's involvement) would cost 2 -3 times as much (In other words \$5,000 to \$10,000 more!). To illustrate my point, if we assume a borrowing of \$250,000 repaid over 10 years and interest rates were to increase by ¼ percentage point, the annual payment would only increase about \$350 (or \$3,500 over the life of the deal)....which is less than the avoided issuance costs of a standard placement....does that make sense? This is why I say on small, short-term deals issuance costs are very important.

Currently I project a 10 year Micro Loan to price at 1.85%.

BOND SIZING

Since the Micro Loan Program allows up to \$250,000, I advise you take advantage of the full amount. This way, you need not use your entire street budget (\$116K) this year....you would be able to keep over \$10,000 of that for unforeseen uses yet this year. When we factor in issuance costs and capitalized interest it results in a borrowing of \$100,000 for the streets and \$150,000 for the plow truck. Annual levies (both abatement and regular levies) will total about \$28,750 on average using today's rates. I understand you have some existing equipment payments that are going offline that will go a long way in offsetting these new levies. More good news.

Mike Bubany, Associate
David Drown Associates, Inc.

City of Mantorville, Minnesota

\$250,000

General Obligation Tax Abatement & Equipment Certificate Note 2021A

Minnesota Rural Water Association MICRO-Loan

3/15/2021

PRELIMINARY



Uses of Funds

Tax Abatement Portion (streets)	200,000.00
Equipment Certificate Portion	145,000.00
Other	-
Total Project Costs	345,000.00
MN Rural Water Loan Fees (includes Tax Abatement processing)	5,550.00
Capitalized Interest	3,083.33
Rounding	
	353,633.33

Sources of Funds

Bond Issue	250,000.00
Cash contribution	103,633.33
FEMA Funding	-
	353,633.33

Closing Allocations

Purchaser		TBD
Proceeds to Issuer		
Construction Fund (Tax Abatement / Streets)	96,366.67	
Construction Fund (Equipment Portion)	145,000.00	
Debt Service Fund (Tax Abatement)	1,233.33	
Debt Service Fund (Equipment)	1,850.00	
Total to Issuer >>		244,450.00
Checks Issued for Expenses		
David Drown Associates, Inc. (FA)	3,250.00	
Taft Law (Bond Counsel)	1,750.00	
Pay Agent (City Clerk)	-	
MN Rural Water Ass'n (Sponsor)	550.00	
Total for Expenses >>		5,550.00

Calendar

Application Received		pending
Sale Date		TBD
Dated Date & Closing Date	assumed	6/1/2021
1st Interest Payment		2/1/2022
Proceeds spent by:		12/31/2022

Statistics

Purchase Price (Issue Price)	250,000.00
Net Interest Cost	26,892.83
Net Effective Rate	1.850%
Average Coupon	1.850%
IRS Yield	1.84966%
Average Life	5.815
Call Option	In whole only (0.5% penalty applies through 2/1/2023)
Tax Status	Tax Exempt, Bank Qualified
Rebate	\$5 million small issuer exemption
Continuing Disclosure	none -- audits upon request
Statutory Authority	M.S. Chapter 412, 469,475

How to make payments

Payments are made directly to _____.

The lender may or may not provide you with notice of pending payments prior to each scheduled payment. Generally, you should mail payments at least 3 days early -- wired funds can be transferred on the date payment is due.

Payment questions? Contact the lender at _____.

Debt Statistics

Estimated Total General Obligation Debt (including this Issue)	2,250,220
Debt / Capita	1,843 population 1,221
Debt / Market Value	2.37% EMV 94,816,900

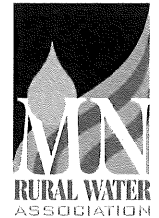
City of Mantorville, Minnesota

\$250,000

General Obligation Tax Abatement & Equipment Certificate Note 2021A

3/15/2021

PRELIMINARY



PAYMENT SCHEDULE AND CASHFLOW

Note Payments						D/S Fund Balance				
Payment Date	Principal	Rate	Interest	Payment Total	Annual plus 5%	Budget Year	Tax Abatements	Tax Levies	Surplus (deficit)	Account Balance
6/1/2021								Deposit to Debt Service Account >		3,083
2/1/2022	-	1.850%	3,083.33	3,083.33	3,083	2021	-	-	(3,083)	-
8/1/2022			2,312.50	2,312.50						
2/1/2023	25,000	1.850%	2,312.50	27,312.50	31,106	2022	11,111	19,995	-	-
8/1/2023			2,081.25	2,081.25						
2/1/2024	26,000	1.850%	2,081.25	28,081.25	31,671	2023	11,111	20,560	-	-
8/1/2024			1,840.75	1,840.75						
2/1/2025	27,000	1.850%	1,840.75	28,840.75	32,216	2024	11,111	21,104	-	-
8/1/2025			1,591.00	1,591.00						
2/1/2026	27,000	1.850%	1,591.00	28,591.00	31,691	2025	11,111	20,580	-	-
8/1/2026			1,341.25	1,341.25						
2/1/2027	28,000	1.850%	1,341.25	29,341.25	32,217	2026	11,111	21,106	-	-
8/1/2027			1,082.25	1,082.25						
2/1/2028	28,000	1.850%	1,082.25	29,082.25	31,673	2027	11,111	20,562	-	-
8/1/2028			823.25	823.25						
2/1/2029	29,000	1.850%	823.25	29,823.25	32,179	2028	11,111	21,068	-	-
8/1/2029			555.00	555.00						
2/1/2030	30,000	1.850%	555.00	30,555.00	32,666	2029	11,111	21,554	-	-
8/1/2030			277.50	277.50						
2/1/2031	30,000	1.850%	277.50	30,277.50	32,083	2030	11,111	20,972	-	-
	250,000		26,892.83	276,892.83	290,583		100,000	187,500	(3,083)	

General Obligation Tax Abatement & Equipment Certificate Note 2021A



PAYMENT SCHEDULE AND CASHFLOW

200,000.00	Street Construction / Engineering / Contingency
2,400.00	Allocated Issuance
1,233.33	Capitalized Interest
(103,633.33)	City Cash
100,000.00	Borrowing Amount

Note Payments						D/S Fund Balance				
Payment Date	Principal	Rate	Interest	Payment Total	Annual plus 5%	Budget Year	Tax Abatements	Tax Levies	Surplus (deficit)	Account Balance
6/1/2021										
2/1/2022	-	1.850%	1,233.33	1,233.33	1,233	2021	-	-	(1,233)	1,233
8/1/2022			925.00	925.00						-
2/1/2023	10,000	1.850%	925.00	10,925.00	12,443	2022	11,111	1,331	-	-
8/1/2023			832.50	832.50						
2/1/2024	10,000	1.850%	832.50	10,832.50	12,248	2023	11,111	1,137	-	-
8/1/2024			740.00	740.00						
2/1/2025	11,000	1.850%	740.00	11,740.00	13,104	2024	11,111	1,993	-	-
8/1/2025			638.25	638.25						
2/1/2026	11,000	1.850%	638.25	11,638.25	12,890	2025	11,111	1,779	-	-
8/1/2026			536.50	536.50						
2/1/2027	11,000	1.850%	536.50	11,536.50	12,677	2026	11,111	1,566	-	-
8/1/2027			434.75	434.75						
2/1/2028	11,000	1.850%	434.75	11,434.75	12,463	2027	11,111	1,352	-	-
8/1/2028			333.00	333.00						
2/1/2029	12,000	1.850%	333.00	12,333.00	13,299	2028	11,111	2,188	-	-
8/1/2029			222.00	222.00						
2/1/2030	12,000	1.850%	222.00	12,222.00	13,066	2029	11,111	1,955	-	-
8/1/2030			111.00	111.00						
2/1/2031	12,000	1.850%	111.00	12,111.00	12,833	2030	11,111	1,722	-	-
	100,000		10,779.33	110,779.33	116,257		100,000	15,023	(1,233)	

City of Mantorville, Minnesota

\$250,000

General Obligation Tax Abatement & Equipment Certificate Note 2021A

3/15/2021

PRELIMINARY



PAYMENT SCHEDULE AND CASHFLOW

145,000.00	Equipment Cost
3,150.00	Allocated Issuance
1,850.00	Capitalized Interest
-	City Cash
150,000.00	Borrowing Amount

Note Payments					
Payment Date	Principal	Rate	Interest	Payment Total	Annual plus 5%
6/1/2021					
2/1/2022	-	1.850%	1,850.00	1,850.00	1,850
8/1/2022			1,387.50	1,387.50	
2/1/2023	15,000	1.850%	1,387.50	16,387.50	18,664
8/1/2023			1,248.75	1,248.75	
2/1/2024	16,000	1.850%	1,248.75	17,248.75	19,422
8/1/2024			1,100.75	1,100.75	
2/1/2025	16,000	1.850%	1,100.75	17,100.75	19,112
8/1/2025			952.75	952.75	
2/1/2026	16,000	1.850%	952.75	16,952.75	18,801
8/1/2026			804.75	804.75	
2/1/2027	17,000	1.850%	804.75	17,804.75	19,540
8/1/2027			647.50	647.50	
2/1/2028	17,000	1.850%	647.50	17,647.50	19,210
8/1/2028			490.25	490.25	
2/1/2029	17,000	1.850%	490.25	17,490.25	18,880
8/1/2029			333.00	333.00	
2/1/2030	18,000	1.850%	333.00	18,333.00	19,599
8/1/2030			166.50	166.50	
2/1/2031	18,000	1.850%	166.50	18,166.50	19,250
	150,000		16,113.50	166,113.50	174,327

D/S Fund Balance			
Budget Year	Tax Levies	Surplus (deficit)	Account Balance
	Deposit to Debt Service Account >		1,850
2021	-	(1,850)	-
2022	18,664	-	-
2023	19,422	-	-
2024	19,112	-	-
2025	18,801	-	-
2026	19,540	-	-
2027	19,210	-	-
2028	18,880	-	-
2029	19,599	-	-
2030	19,250	-	-
	172,477	(1,850)	

Memorandum

To: Mayor and Council

From: Cami Reber

Date: 3/19/2021

Re: Park Board Applicants

Attached are three applications received for appointment to the Mantorville Park Board.

Normally, the applicants come to the Council upon recommendation of the Park Board but in order for the Park Board to make quorum for its March meeting, the chair has requested to have the City Council approve all 3 applicants. This will bring the membership to a complete board of 7.

City of Mantorville Council/Committee Appointment Application Form

Date 1/4/21

General Information

Name Peck Michael C
Last First MI

Address _____ Mantorville, MN 55955
Street City State Zip

Phone Numbers: Home _____ Work 11

Cell 16

Email Address: _____

Council/Committees

If you wish to be considered for more than one committee or function, please number in order of preference.

_____ City Council

_____ Election Judge

1 Park Board

_____ Party Affiliation (If applying for Election Judge)

2 Economic Development Authority

Special Interest

As the Council prioritizes its goals, it may create additional/new committees or task forces from time to time. If you have other specific areas or topics of interest, please indicate those interests and we will retain your application for future openings in those areas as new committees are created.

Other Interests

Personal Information

List your work experience. MacQueen Emergency - South Dakota Sales

Fire Safety USA - Ambulance Sales MGR, Service Manager, Extinguisher Sales

Home Furniture - Sales / Sales lead

Hr Vcc - 8 Assistant Frozen Foods Manager, Asst Manager Poles, Clerk

List any Civic, Professional and Community Activity involvement.

Eagles Lancer Telethon - Talent Committee

Why do you want to be a City Council Member or on a committee, commission, task force or election judge?

I would like to be involved in the community to help improve it for my kids and future generations.

What skills, strengths, or abilities do you believe you will add to the group?

I have the ability to work together as a team, listen and communicate to build the best city possible

List any additional comments.

Please return this form to:

Cami Reber, City Clerk-Treasurer
City of Mantorville
21 5th ST E, PO Box 188
Mantorville MN 55955
Phone: 507-635-5170 Fax: 507-635-5300
cityofmant@kmtel.com

City of Mantorville

Council/Committee Appointment Application Form

Date March 3, 2021

General Information

Name Germundson Brad S
Last First MI

Address _____ Mantorville MN 55955
Street City State Zip

Phone Numbers: Home _____ Work 6-1-1
Cell _____

Email Address: _____

Council/Committees

If you wish to be considered for more than one committee or function, please number in order of preference.

- | | |
|---|---|
| ☐ City Council | ☐ Election Judge |
| ☒ Park Board | ☐ Party Affiliation (If applying for Election Judge) |
| ☐ Economic Development Authority | |

Special Interest

As the Council prioritizes its goals, it may create additional/new committees or task forces from time to time. If you have other specific areas or topics of interest, please indicate those interests and we will retain your application for future openings in those areas as new committees are created.

Other Interests

Personal Information

List your work experience. Boiler Operator / Facilities at Foldcraft
Janitor at School / Church. Previously worked at a
Co-op

List any Civic, Professional and Community Activity involvement.

Retired Firefighter & EMT

Why do you want to be a City Council Member or on a committee, commission, task force or election judge?

What skills, strengths, or abilities do you believe you will add to the group?

No expert - but enjoy yard work

List any additional comments.

Please return this form to:

Cami Reber, City Clerk-Treasurer
City of Mantorville
21 5th ST E, PO Box 188
Mantorville MN 55955
Phone: 507-635-5170 Fax: 507-635-5300
cityofmant@kmtel.com

City of Mantorville Council/Committee Appointment Application Form

Date 3/8/2021

General Information

Name Blair, Henry G

Address Mantorville MN 55955

Street City State Zip

Phone Numbers: Home _____ Work _____

Cell _____

Email Address: _____

Council/Committees

If you wish to be considered for more than one committee or function, please number in order of preference.

- | | |
|---|---|
| ☐ City Council | ☐ Election Judge |
| ☒ Park Board | ☐ Party Affiliation (If applying for Election Judge) |
| ☐ Economic Development Authority | |

Special Interest

As the Council prioritizes its goals, it may create additional/new committees or task forces from time to time. If you have other specific areas or topics of interest, please indicate those interests and we will retain your application for future openings in those areas as new committees are created.

Other Interests

Personal Information

List your work experience. _____

List any Civic, Professional and Community Activity involvement.

Why do you want to be a City Council Member or on a committee, commission, task force or election judge?

I have served as council representative for many years, and would like
to continue to give my time to the park board, especially now that
second seat has opened up with the appointment of Bill Kinney to the
council

What skills, strengths, or abilities do you believe you will add to the group?

Experience with the park board.

List any additional comments.

Please return this form to:

Cami Reber, City Clerk-Treasurer
City of Mantorville
21 5th ST E, PO Box 188
Mantorville MN 55955
Phone: 507-635-5170 Fax: 507-635-5300
cityofmant@kmtel.com

Memorandum

To: Mayor and City Council
From: Cami Reber
Date: 03/22/21
Re: Annual Liability Coverage

It is time for annual LMCIT insurance renewal and as part of the policy renewal, the City Council needs to determine if it is going to waive or not waive the statutory tort limits – an amount a claimant could recover on any claim to the City.

In the past, the City has always chosen the DOES NOT WAIVE the statutory tort limits. This is also the recommendation of the City Attorney. A formal motion should be made by the City Council.

LIABILITY COVERAGE – WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member's effective date of coverage. Return completed form to your underwriter or email to psstech@lmc.org.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: _____

Check one:

☐ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04.

☐ The member **WAIVES** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: _____

Signature: _____ Position: _____

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION NUMBER 2021-06

**RESOLUTION AUTHORIZING SUBMISSION OF APPLICATION FOR DNR
OUTDOOR RECREATIONAL GRANT FOR DENNISON PARK**

BE IT RESOLVED that the City of Mantorville act as legal sponsor for the project contained in the Outdoor Recreation grant application to be submitted on March 31, 2021 and that Joe Adams is hereby authorized to apply to the Department of Natural Resources for funding of this project on behalf of the City of Mantorville.

BE IT FURTHER RESOLVED that the applicant has read the Conflict of Interest Policy contained in the Outdoor Recreation Grant Program Manual and, upon discovery, certifies it will report to the State any actual, potential, or perceived individual or organizational conflicts of interest to the application or grant award.

BE IT FURTHER RESOLVED that the City of Mantorville has the legal authority to apply for financial assistance, and it has the financial capability to meet the match requirement (if any) and ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that the City of Mantorville has not incurred any development costs and has not entered into a written purchase agreement to acquire the property described in the Cost Breakdown section on this application.

BE IT FURTHER RESOLVED that the City of Mantorville has or will acquire fee title or permanent easement over the land described in the site plan included in the application.

BE IT FURTHER RESOLVED that, upon approval of its application by the State, the City of Mantorville may enter into an agreement with the State for the above-referenced project, and that the City of Mantorville certifies that it will comply with all applicable laws and regulations as stated in the grant agreement including dedicating the park property for uses consistent with the funding grant program into perpetuity.

NOW, THEREFORE BE IT RESOLVED that the Public Works Director of Mantorville is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

I CERTIFY THAT the above resolution was adopted by the City Council of Mantorville on March 22nd 2021.

Attest:

Mayor Chuck Bradford

City Clerk Treasurer Cami Reber

2021 City Council Committee Assignments

	Deputy Mayor	Finance	Budget	Personnel	EDA	Chamber	FD Relief	Fire Dept	Planning	Infrastructure	Joint Powers	MRA	Park Board	Township	COVID-19	COG	Hwy 57
Lyle Hoaglund						X	B	B				X	X	X			X
Don Hofstad	X			X	X		X	X	X	X						B	
Kent Keller		X	X											B			
Bill Kinney						X					B	X	B				
Chuck Bradford		X	X	X	X				X	X	X				X	X	X

Bill is already on the Park Board

X Primary Member
B Backup for Primary

Acting Mayor

Fills in for Mayor as needed

Finance/Budget/Personnel

Meets as Needed

Chamber of Commerce

Meets first Wednesday of the Month at Welcome Center – 8:00 am

EDA

Meets First Tuesday of the month in Council Chambers – 6:30 pm

Fire Dept. Representatives

Meets the 1st Wednesday of the Month in Fire Hall – Training 6:30 pm. Meeting at 8:30 pm.

Infrastructure/Planning (includes Dan

Meets as Needed

KM Park & Rec. Joint Powers Board

Meets Quarterly

MRA

Meets Second Tuesday of the Month at the Greek Revival Building – 7:00 pm

Park Board

Meets Last Tuesday of the Month in the Council Chambers – 6:30 pm

Relief Association Trustees Meeting

Meets once per quarter in the Fire Hall or Chambers; (Clerk and one Council Member are required to be on this board) – 6:00 pm

Township Reps

Meets once per month as noted below

Mantorville meets the first Monday of each month @ 7:30 pm Mantorville Town Hall

Wasioja meets Second Monday of each month (December – March) 1:00 pm (April – November) 7:00 pm Wasioja Town Hall

Milton meets the first Tuesday of each month @ 7:30 PM Milton Town Hall

Council of Governments

Meets once every quarter at 7 am at the County Seat Coffeehouse or as scheduled

Highway 57 Committee

Meets as needed

COVID-19

Meets Quarterly, No backup (K-M Appointed by Superintendent)