



Trail to the Past. Road to the Future.

CITY COUNCIL MEETING
MUNICIPAL COUNCIL CHAMBERS
21 5TH STREET E, MANTORVILLE, MN 55955
MONDAY, SEPTEMBER 13, 2021
6:30 PM

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Adopt the Agenda**
- 4. Proclamations, Presentations and Recognitions**
 - a) Approval and Introduction of New Firefighter Chloe Bradford
 - b) Network Security Review with Mike Bowe, On-Site Computers, Inc.
- 5. Consent Agenda**
 - a) City Council Meeting Minutes of August 23, 2021
 - b) Fire Department General Members Meeting Minutes of September 1, 2021
 - c) Chamber of Commerce Minutes of August 4, 2021
 - d) Warrant List for September 13, 2021 in the Amount of \$78,155.84
 - e) Resolution No. 2021-23 Approving an Application to Conduct Bingo at Mantorville Saloon, 501 Main Street North – Pheasants Forever Dodge County, Chapter 776, October 2, 2021
- 6. Public Concerns**
- 7. Public Hearing(s)**
 - a) On Sale/Sunday Sales Intoxicating Liquor License, 509 Main Street North – Scott Seim dba Mantorville Saloon, Resolution No. 2021-24
- 8. Old Business/New Business**
 - a) Public Works Street Worker – Personnel Committee Recommendation
 - b) American Rescue Plan Local Government Funds – Resolution No. 2021-22 Accepting the Coronavirus Local Fiscal Recovery Fund Established Under the American Rescue Plan Act
 - c) [Tabled Item 10b)] – Application for Variance to Allow an Accessory Structure at 720 County Road 12, Parcel B
- 9. Reports**
 - a) Public Works Report
 - b) City Clerk Report
 - c) Consultant Report
 - d) Committee Reports
Chamber, EDA, Finance/Budget, Fire Department, Infrastructure, KM Joint Powers, MRA, Park Board, Personnel, Relief, Township
 - e) Councilmember Report
 - f) Mayor Report

10. Tabled Items

- a) Code Enforcement Regarding Storage Container at 720 County Road 12 (tabled 07.26.2021)
- b) Application from Mark and Ann Torkelson for a Variance from Section 150.025 of the Mantorville City Code to Allow the Construction of an Accessory Structure on a Lot without a Principal Structure (tabled 08.23.2021)

11. Executive Session – None

12. Adjourn

Memorandum

To: Mayor and Council
From: Shirley Bueckler, City Clerk-Treasurer
Date: September 13, 2021
Re: New Firefighter with Mantorville Fire Department

BACKGROUND

For Council's approval tonight is the hiring of a new Firefighter with the Mantorville Fire Department. All paperwork has been submitted, and an interview was conducted by the Fire Board. A background investigation was done by the Minnesota Department of Public Safety; no records were found.

With Council's approval of this hiring, Assistant Fire Chief Steve Fairchild would appreciate the opportunity to introduce Chloe Bradford to the City Council and the residents of Mantorville as a new Firefighter with the Mantorville Fire Department.

ACTION

Motion to hire Chloe Bradford and welcome her to the Mantorville Fire Department.

Memorandum

To: Mayor and Council
From: Shirley Buecksler, City Clerk-Treasurer
Date: September 13, 2021
Re: Network Security Review with Mike Bowe, On-Site Computers, Inc.

BACKGROUND

On July 23, 2021, the City of Lewiston, Minnesota, learned of a security incident that impacted their systems. In light of this situation and the possibility of cyber-attacks happening in our community, Mike Bowe of On-Site Computers, Inc. will be at tonight's meeting to provide a network security review for the City of Mantorville.

Recent news releases from the City of Lewiston, Minnesota:



City of Lewiston, Minnesota

July 23 · 🌐

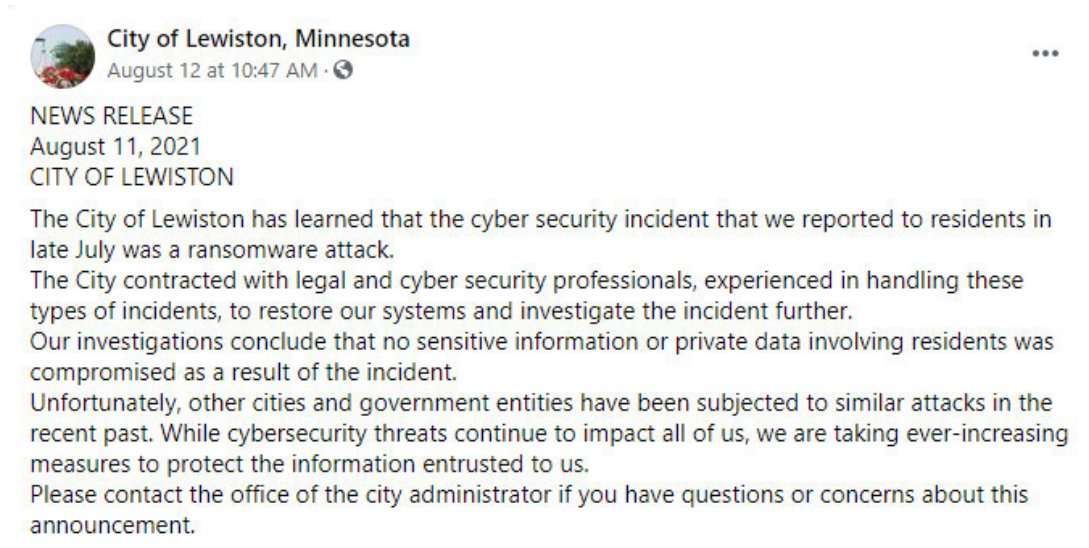
...

NEWS RELEASE

7/23/2021

Lewiston, Minnesota

- The City of Lewiston recently discovered a security incident that impacted our systems. Upon learning of the issue, we took immediate steps to protect our environment, including disconnecting certain functionality to protect against any further harm.
- We immediately commenced a thorough investigation in consultation with outside cyber-security and data privacy professionals. That investigation is in its early stages and is ongoing.
- Our goals right now are to remove any and all infections from our systems and make sure all devices are clean.
- We are working as quickly as we can to determine the scope and impact of the incident.
- We appreciate your understanding and partnership as we work through this issue. We will keep you apprised of relevant developments as the investigation continues.
- While cyber-security threats continue to impact all of us, we are taking ever-increasing measures to protect the information entrusted to us.



The City has received funds under the American Rescue Plan Act (ARPA), which may be applied to improvements, such as this, that allow the City to better serve and protect our customers. (Also on tonight's agenda is a resolution accepting ARPA funds and authorizing City Staff, the Mayor and City Attorney, together, to make recommendations to Council for future expenditures that may be reimbursed with these funds).

ACTION

Based on discussion, Council should provide direction to Staff as to whether or not to move forward with network security options recommended in tonight's presentation from On-Site Computers, Inc.

ATTACHMENTS:

- 15 Ways to Protect Your Business from a Cyber Attack
- Quote from On-Site Computers, Inc.

15 Ways To Protect Your Business From A Cyberattack!



Security Assessment

It's important to establish a baseline and close existing vulnerabilities. When was your last assessment?

Date: _____



Spam Email

Secure your email. Most attacks originate in your email. We'll help you implement a service designed to reduce spam and your exposure to attacks on your staff via email.



Passwords

Apply security policies on your network. Examples: Deny or limit USB file storage access, enable enhanced password policies, set user screen timeouts, and limit user access.



Security Awareness

Train your users - often! Teach them about data security, email attacks, and your policies and procedures. We offer a web-based training solution and "done for you" security policies.

Did you know?

1 in 5 small businesses will suffer a cyber breach this year.

81% of all breaches happen to small and medium sized businesses.

97% of breaches could have been prevented with today's technology.



Advanced Endpoint Detection & Response

Protect your computers and data from malware, viruses, and cyber-attacks with advanced endpoint security. Today's latest technology (which replaces your outdated antivirus solution) protects against file-less and script-based threats and can even rollback a ransomware attack.



Multi-Factor Authentication

Utilize Multi-Factor Authentication whenever you can including your network, banking websites, and even social media. It adds an additional layer of protection to ensure that even if your password does get stolen, your data stays protected.



Computer Updates

Keep Microsoft, Adobe, and Java products updated for better security. We provide a "critical update" service via automation to protect your computers from the latest known attacks.



Dark Web Research

Knowing in real-time what passwords and accounts have been posted on the Dark Web will allow you to be proactive in preventing a data breach. We scan the Dark Web and take action to protect your business from stolen credentials that have been posted for sale.



SIEM/Log Management (Security Incident & Event Management)

Uses big data engines to review all event and security logs from all covered devices to protect against advanced threats and to meet compliance requirements.



Web Gateway Security

Internet security is a race against time. Cloud-based security detects web and email threats as they emerge on the internet, and blocks them on your network within seconds - before they reach the user.



Mobile Device Security

Today's cyber criminals attempt to steal data or access your network by way of your employees' phones and tablets. They're counting on you to neglect this piece of the puzzle. Mobile device security closes this gap.



Firewall

Turn on Intrusion Detection and Advanced Threat Protection features. Send the log files to a managed SIEM. And if your IT team doesn't know what these things are, call us today!



Encryption

Whenever possible, the goal is to encrypt files at rest, in motion (think email) and especially on mobile devices.



Backup

Backup local. Backup to the cloud. Have an offline backup for each month of the year. Test your backups often. And if you aren't convinced your backups are working properly, call us ASAP.



Cyber Insurance

If all else fails, protect your income and business with cyber damage and recovery insurance policies.

We have prepared a quote for you



Managed Network Support

Quote # 002287 Version 1

Prepared for:

City of Mantorville



P: (800) 669-8513 E: mbowe@onsitecomputersinc.com W:

Thursday, August 12, 2021

City of Mantorville
Shirley Buecksler
21 5th St East
PO Box 188
Mantorville, MN 55955
Shirley@mantorville.com

Dear Shirley,

Thank you for considering On-Site Computers, Inc as your future technology partner. At On-Site, we work hard to go above and beyond the call of duty. The establishment of our Client Bill of Rights, along with our continual and substantial investment in people, processes, and technology, demonstrates our commitment to our clients.

That being said, we are always asked what makes us a local industry leader?

1. **Customer Service** – We feel that our people, processes, systems, and solutions we have in place, and more importantly the relationships and the way we deal with our clients and their technology, is different and better than any other local IT Firm.
2. **The Right Technical Solutions** – We feel we can recommend and provide the best solutions based on the client's specific needs. We believe it is our job to protect your valuable business information and implement many layers to protect your business. We have the top qualified experienced staff and strive to provide quick response to any service issues that you have.

Thanks again, and please let us know if we can help or answer any questions you may have.

A handwritten signature in black ink that reads 'Mike Bowe'.

Mike Bowe
President
On-Site Computers, Inc.

P: (800) 669-8513 E: mbowe@onsitecomputersinc.com W:

Core Security

Qty	Description	Recurring	Price	Ext. Recurring	Ext. Price
4	Core Security	\$26.00	\$0.00	\$104.00	\$0.00
4	Network Workstation Monitoring Network Monitoring Services				
4	Defender Antivirus - License Defender Antivirus / One Year License / One Computer System				
4	Patch Mangement - Workstation Patch Mangement - Workstation				
4	Open DNS Open DNS				

Monthly Subtotal: **\$104.00**

Subtotal: **\$0.00**

Migrate to 365 Email

Qty	Description	Recurring	Price	Ext. Recurring	Ext. Price
1	Labor Installation / Configuration Labor	\$0.00	\$400.00	\$0.00	\$400.00
4	AE36B1D2501C Office365 Business Basic Office365 Business Basic	\$6.00	\$0.00	\$24.00	\$0.00
7	00545D350866 Office 365 Kiosk Mailbox Office 365 Kiosk Mailbox	\$2.95	\$0.00	\$20.65	\$0.00

Monthly Subtotal: **\$44.65**

Subtotal: **\$400.00**

Advanced Threat Protection

Qty	Description	Recurring	Ext. Recurring
4	Huntress Huntress Huntress	\$6.00	\$24.00

Monthly Subtotal: **\$24.00**

Firewall

Qty	Description	Recurring	Price	Ext. Recurring	Ext. Price
1	Labor Installation / Configuration Labor	\$0.00	\$400.00	\$0.00	\$400.00
1	XY1ZTCHUS XGS 107w Security Appliance - US power cord XGS 107w Security Appliance - US power cord	\$0.00	\$625.00	\$0.00	\$625.00
1	XF1Y0CSMA XGS 107 XSTREAM PROTECTION XGS 107 XSTREAM PROTECTION	\$34.00	\$0.00	\$34.00	\$0.00

Recurring Subtotal: **\$34.00**

Subtotal: **\$1,025.00**

Firewall Statement of Work

Setup Registration–

- Register device in our mysophos portal
- Setup the central portal for the customer
- Assign the device to the customer
- Assign licensing to the device
- Register the device in the customers portal

Setup Configuration –

- Update firmware (should be already done during setup)
- Set admin password
- NTP servers
- Syslogs
- Configure lan / wan networks
 - dhcp if needed
- Firewall rules
- Security services

Setup VPN - (as needed)

- Configure SSL VPN
- setup duo and radius server if there is no AD.
- install ssl cert for the user portal

Protection Plans

 On-site COMPUTERS inc SALES • SERVICE • NETWORKING	BUSINESS SECURITY PROTECTION PLANS		
	Core Business	Expanded Business	Secure Business
PROACTIVE SERVICES			
Anti-Virus Monitoring and Management	☒	☒	☒
Anti-Spam Monitoring and Management	☒	☒	☒
Microsoft and 3rd Party Patch Management	☒	☒	☒
24x7 Advanced Performance Monitoring	☒	☒	☒
Hardware Optimization	☒	☒	☒
Scheduled Preventative Maintenance	☒	☒	☒
User Account Management	☒	☒	☒
Customer Portal	☒	☒	☒
Monthly Network Health Review	☒	☒	☒
Dark Web Monitoring	Optional	☒	☒
Microsoft 365 License Management		☒	☒
How to Questions		☒	☒
Phishing Tests		☒	☒
REACTIVE/SUPPORT SERVICES			
8-5 Help Desk Support	Hourly	☒	☒
Server Off-site Backups	Optional	☒	☒
User Training		☒	☒
Onsite Support Services		Hourly	☒
NETWORK ADMINISTRATION			
DNS Filtering	☒	☒	☒
Software Deployment		☒	☒
Firewall Management and Maintenance			☒
Router and Switch Performance Monitoring			☒
Advanced Endpoint Detection and Response			☒
Network Documentation			☒
TECHNOLOGY CONSULTING SERVICES			
Vendor Management		☒	☒
VCIO - Design Desk			☒
VCIO - Budget Planning			☒
VCIO - Business Impact of Technology decisions			☒
Security Planning and Risk Assessment			☒

P: (800) 669-8513 E: mbowe@onsitecomputersinc.com W:

Managed Network Support



Prepared by:
On-Site Computers, Inc.
Mike Bowe
651 209 0265
mbowe@onsitecomputersinc.com

Prepared for:
City of Mantorville
21 5th St East
PO Box 188
Mantorville, MN 55955
Shirley Bueckler
(507) 635-5170
Shirley@mantorville.com

Quote Information:
Quote #: 002287
Version: 1
Delivery Date: 08/12/2021
Expiration Date: 09/11/2021

Quote Summary

Description	Amount
Core Security	\$0.00
Migrate to 365 Email	\$400.00
Firewall	\$1,025.00
Total:	\$1,425.00

Monthly Expenses Summary

Description	Amount
Core Security	\$104.00
Migrate to 365 Email	\$44.65
Advanced Threat Protection	\$24.00
Monthly Total:	\$172.65

Recurring Expenses Summary

Description	Amount
Firewall	\$34.00
Recurring Total:	\$34.00

*This Quote is governed under the provisions of the Master Services Agreement located at <https://www.onsitecomputersinc.com/msa> ("MSA"). **By agreeing to this Quote, you agree to the provisions of the MSA.** If you cannot access the MSA or if you have any questions about the MSA, please do not sign this Quote and contact us for further information.*

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.



P: (800) 669-8513 E: mbowe@onsitecomputersinc.com W:

On-Site Computers, Inc.

City of Mantorville

Signature: Mike Bowe
Name: Mike Bowe
Title: President
Date: 08/12/2021

Signature: _____
Name: Shirley Buecksler
Date: _____



P: (800) 669-8513 E: mbowe@onsitecomputersinc.com W:

Terms and Conditions

TERMS AND CONDITIONS

The On-Site Computers, Inc. Technical Support Services Program provides customers with the opportunity to request technical assistance and expertise to help identify and resolve hardware/software problems. The following terms apply to the support services provided under this agreement:

1. **Support Availability** Support will be available during normal business hours:

Monday through Friday, 8 am–5 pm CST (holidays excluded).

2. **Call Back Procedures** : Customers will be contacted within 1 hour from initial call.

3. **Billing** : Upon receipt of a signed Agreement for Technical Support Services, On-Site Computers, Inc. will invoice the customer for the cost of the monthly support services.

Payment is due within 30 days of receipt.

4. **Hourly Labor Rates** (Managed labor contracts would be 0.00 per hour)

Standard 132.00 per hour

Weekends 160.00 per hour

15 Ways To Protect Your Business From A Cyberattack!



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Anti-Virus Monitoring and Management



Anti-Spam Monitoring and Management



Microsoft and 3rd Party Patch Management



24x7 Advanced Performance Monitoring



Hardware Optimization



Scheduled Preventative Maintenance



User Account Management



Customer Portal



Monthly Network Health Review



Dark Web Monitoring

Optional



Microsoft 365 License Management



How to Questions



Phishing Tests


REACTIVE/SUPPORT SERVICES

8-5 Help Desk Support

Hourly



Server Off-site Backups

Optional



User Training



Onsite Support Services

Hourly


NETWORK ADMINISTRATION

DNS Filtering



Software Deployment



Firewall Management and Maintenance



Router and Switch Performance Monitoring



Advanced Endpoint Detection and Response



Network Documentation


TECHNOLOGY CONSULTING SERVICES

Vendor Management



VCIO - Design Desk



VCIO – Budget Planning



VCIO – Business Impact of Technology decisions



Security Planning and Risk Assessment





Managed Network Support

Prepared For

City of Mantorville
Shirley Buecksler
21 5th St East PO Box 188
Mantorville, MN 55955

This quote has not been approved. Please review the terms, and sign below.

☐ I accept the above conditions

Your Initials:

Your Email Address:

Quote #: 002

Prepared By

N

Direct: 651
mbowe@onsitecomputersinc.com

1. Your Proposal

Download and review your PDF document here:



2. Review and Select Your Options

Your Available Options

Core Security

Migrate to 365 Email

Advanced Threat Protection

Firewall

Quote Summary	Recurring	One-Time
Core Security Subtotal	\$104.00	\$0.00
Migrate to 365 Email Subtotal	\$44.65	\$400.00
Advanced Threat Protection Subtotal	\$24.00	\$0.00
Firewall Subtotal	\$34.00	\$1,025.00
Total Amount	\$206.65	\$1,425.00

Update Options

Comments or questions

If you have any comments or questions about this quote, please feel free to enter them. Your comment will be logged and emailed to mbowe@onsitecomputersinc.com

Submit Question / Comment

3. Approval and E-Payment

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

☐ I accept the above conditions

E-Signature

Your Initials:

Your Email Address:

Purchase Order Number:

Sign Here:

X

Clear Signature

Please fill out the required fields above and check 'I accept the above conditions'

Accept Order



Order
Porter

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**City of Mantorville
City Council Minutes
August 23, 2021**

Councilmember Jeffrey Ingalls was sworn in on July 26, 2021; however, the last line, “So help me God” was missing from the Oath at that time. It was requested that the Oath include this statement and that the Swearing In Ceremony be conducted again. Councilmember Jeffrey Ingalls was sworn in by City Clerk Buecksler prior to the start of tonight’s meeting.

1. Call to Order

Mayor Bradford called the meeting to order at 6:30 p.m.

Present: Mayor Chuck Bradford
Councilmembers Lyle Hoaglund, Jeffrey Ingalls,
Kent Keller, and Bill Kinney

Absent: None

Others Present: City Clerk-Treasurer Shirley Buecksler
Public Works Lead Joe Adams
Mike Bubanny, David Drown Associates
Assistant City Clerk Shelly Jensen-Germundson

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Adopt the Agenda

City Clerk Buecksler requested that the following item be added to the agenda:

Item 4(a): Resolution 2021-21 Accepting Donations to the City

Motion was made by Councilmember Ingalls and seconded by Councilmember Hoaglund to add the above item and approve the agenda, as amended.

Vote: 5 ayes / 0 nays. Motion carried.

4. Proclamations, Presentations and Recognitions

A. Donations to the City

City Council thanked Mayor Chuck Bradford for graciously donating two United States Flags to the City, at a value of approximately \$30.00. One flag was placed at Riverside Park and the other flag was placed outside of City Hall.

Motion was made by Councilmember Hoaglund and seconded by Councilmember Keller to adopt Resolution No. 2021-21 Accepting Donations to the City.

Vote: 4 ayes / 0 nays – Mayor Bradford abstained. Motion carried.

5. Consent Agenda

- A. City Council Meeting Minutes of August 9, 2021
- B. Warrant List for August 9, 2021 in the Amount of \$36,355.91
- C. Resolution No. 2021-19 Approving an Application to Conduct Off-Site Gambling for Mantorville Restoration Association, Located at Riverside Park, Mantorville, Minnesota, on September 12, 2021

Motion was made by Councilmember Keller and seconded by Councilmember Ingalls to approve the Consent Agenda, as presented.

Vote: 5 ayes / 0 nays. Motion carried.

6. Public Concerns

The following citizens addressed the Council:

- Karen Steele, 321 Clay Street
Sod that was added when the new street went in is now dead. They had watered it and the City waived part of their watering cost. What can be done?
 - Mayor Bradford said we can reach out to the company who installed the sod and ask but, with drought conditions, he would be interested in their response.
 - Councilmember Keller asked if anyone else has complained? Joe Adams said the sod was put in in 2019. He hasn't received any other complaints. With this year's drought, however, the park looks bad, also.
 - Mayor Bradford said we can reach out and get back to you. We will look at what our options may be. The City Clerk will get back to you.

7. Public Hearings

- A. Application from Mark and Ann Torkelson for a Variance from Section 150.025 of the Mantorville City Code to Allow the Construction of an Accessory Structure on a Lot Without a Principal Structure

Applicant Ann Torkelson was in attendance to answer any questions from Council.

Mayor Bradford opened the Public Hearing at 6:36 p.m.

Daniel Trapp, 10 Zumbro Ridge Drive, commented on the number of variances issued to one property. He said the original resolution for variance (Resolution No. 2014-21) states that the property owner knew that variance was allowing them their one and only building allowed. He asked if the floodplain has changed. He said that the resolution (Resolution No. 2016-04) mentioned about care and maintenance of the berm and that they have not done anything with it. He referred to City Code Section 150.027 Bufferyards and Screenings which states: bufferyards, when required, shall include plantings and the remaining shall be planted in grass and be maintained and kept free of debris. The reason I bring this up is they have shown a strong history of not following the ordinances. They have not followed the rules. They have chosen to defy

them and find reasons not to comply. When are we going to stop giving variances to one particular property? If you give them a variance tonight, you can certainly add more things into that variance, but it is terribly disheartening to have people constantly coming and getting more and tweaking the rules, simply for themselves. When does the neighborhood become the most important thing? One of the things it says in 150.028 is a good neighborly policy. What is a good neighborly policy? It was in the floodplain 5 or 6 years ago, and that property is still in the floodplain. In their letter at that time, the Torkelson's stated it was their one and only building, but now they need another building.

Councilmember Ingalls asked about the primary property. Is that property considered separate from the variance sought for tonight? City Clerk Buecksler said yes, they are separate parcels.

Daniel Trapp asked when that property was split and said it still goes back to the fact that it is floodplain. They were given that large building and it was going to be their one and only building. The only reason they got that big building was because it was going to be their one and only building. In their letter, they said they couldn't put it anywhere else because that other property was floodplain. Why is it not floodplain today?

Councilmember Ingalls said he is wondering if it is considered two separate properties? Daniel Trapp said it doesn't matter if it's two separate properties. He said they split it after the fact.

City Clerk Buecksler corrected and said on October 13, 2014, the City Council adopted Resolution No. 2014-20 for a Metes & Bounds split, followed by Resolution No. 2014-21 Granting a Variance on October 13, 2014. Even though there is one accessory structure with their home, that is on Parcel A. Parcel B is what we are talking about tonight, which has nothing else on it but currently a storage container which the City has been trying to get the property owner to remove.

Applicant Ann Torkelson said the Metes & Bounds (Resolution No. 2014-20) was required by the City for us to do the Metes & Bounds split – we didn't come and ask for that. We were told at that time in October 2014 when we applied for the variance that it was necessary. I don't recall the details why but we were asked to do that. So we split into what is now Parcel A and Parcel B into two parcels at the request of the City. It was approximately divided, along what I would say I didn't use the property term, as floodplain. It was probably not the accurate term because it includes fringe, floodplain, and a little bit that is not in either of those. Where we are talking about here is right along the edge of the flood fringe. Ordinances of the City do allow for use of a building or to have an accessory structure within the flood fringe. For reference, the ordinance is Section 150.050 Flood Fringe Use. We are asking for a variance to put up a small structure within the accessory structure ordinance along the flood fringe. It would replace the storage container, and the purpose of this accessory structure is for

agricultural use, which is what that parcel is used for, as well as the front parcel. It is hayed.

Daniel Trapp said but it is R-1 property, all of it.

Councilmember Ingalls asked if we know why the property owners were requested to split the parcels. City Clerk Buecksler did not have that information at hand. Mayor Bradford said he thinks it had something to do with the flood fringe and flood plain and separating out buildable lot, but he cannot recall the exact reason.

Councilmember Ingalls said the reason it is relevant is if you were asked to do the first change. If it was one lot, would you need a variance for this accessory structure? Mayor Bradford said the ordinance only allows for one accessory structure.

Daniel Trapp said the building is 60 feet by 80 feet, 28 feet high, which is 12 feet higher than a normal accessory structure.

Councilmember Hoaglund asked the Applicant why they need the second accessory building? Ann Torkelson said when they first purchased the property, it was farmed and they thought they might rent it out. But that is not what we ended up doing and we are haying it. Storage of hay in our other structure is not ideal, as it will attract mice, it will attract things you don't want to have in with your other equipment, so the intent is to have it for agricultural purposes and anything related to seeds, chemicals, equipment, etc.

Mayor Bradford asked what are you using the hay for? Ann Torkelson said we are selling it.

Councilmember Keller said the classification of this property is R-1. The statement on the application refers to the use of the property as agriculture. Certainly, agriculture is carried out in several areas within the city that are classified as R-1, so I don't see a problem with that aspect.

Daniel Trapp asked where is a plan for the size of this proposed building? Ann Torkelson said she provided an image of a concept. We do not have architectural drawings at this time. We were asked if we could move quickly to bring this forward to a Public Hearing, so we have not had those drawn out by a third party.

Daniel Trapp commented that this was the trouble that created all of the first problems. When they came here the first time for their building, they had no site plan, they had no building plan, they had no idea about how much dirt they were going to move around for their berm. The Council basically gave them a site unseen do what you want permit and it has been nothing but trouble since. Why would the City want to jump back into that same problem? He said if they're going to store hay, it's going to have to be a rather large building.

Ann Torkelson said the structure will be less than 1,400 square feet. We would apply for a building permit and follow all regulations. Daniel Trapp said you're not going to store much hay in a 1,400 square foot footprint.

Councilmember Ingalls said the variance tonight is a request to build an accessory structure without a primary structure. Ann Torkelson said, yes.

Daniel Trapp asked what happened to the variance to get the large building? We are just going to do away with it? Ann Torkelson said the resolution previously passed (Resolution No. 2016-04) was specific to the 6 to 7 acre parcel that our home sits on.

Councilmember Keller asked if the accessory structure is to replace the storage unit? Ann Torkelson said yes, and we are asking to keep it until a specified date.

Daniel Trapp asked if we can ask about the berm tonight? Councilmember Keller said no. Mayor Bradford added that there are two ways to look at it. Any variance should be considered on its own. On the flip side, it is also important for the City Council to look at history. Revisiting a previous variance would be out of scope. Council will take your comments into consideration for this new variance.

Councilmember Keller said, based on your concerns, it would be reasonable for us to ask for plans. Councilmember Hoaglund agreed that we need a site plan.

Ann Torkelson said the application submitted does show the location, style and dimensions need to be within the 1,400 square feet. She asked what is required for the plans and what would be helpful to Council?

Mayor Bradford said we want projection lines from the current structures, distance between other structures, and elevation.

Councilmember Ingalls asked what the distance is from the parcel property line or the distance to the other structures? Ann Torkelson said the distanced to the property line is 75 feet and twice that to our home. It is over 1,000 feet to County Road 12. The back side is 26 feet to the property line.

Ann Torkelson said the building would not be in line of site for Mr. Trapp. The proximity is only to our home.

Councilmember Keller said my question was the distance to the buildings. Both of you have confirmed that it is a long way away and is irrelevant. I appreciate your distances in this discussion. My thought was if it distracts from the neighborhood, but it does not.

Ann Torkelson said there are two other properties within visibility that have an accessory structure without a primary structure.

Councilmember Keller said I propose, given the history, that we ask you to provide more detailed plans. You don't need to spend a fortune on these plans, but the reason for more detail is the history.

Motion was made by Councilmember Hoaglund and seconded by Councilmember Kinney to close the Public Hearing.

Vote: 5 ayes / 0 nays. Motion carried.

Mayor Bradford closed the Public Hearing at 7:10 p.m.

Mayor Bradford said we would like detailed drawings to include elevation, distance to the house, and a building plan. If adjacent properties are too far out on a scaled drawing, he said the Applicant can draw an arrow with distance included.

Ann Torkelson said we can also do a bird's eye view. She asked if Council could approve this variance "upon receipt of these items."

Mayor Bradford said it would be appropriate for Council to leave this item on the table until we receive the requested information.

8. Old Business/New Business

- A. General Obligation Equipment Certificate and Utility Revenue Note, Series 2021A, Resolution No. 2021-20 – Mike Bubanny, David Drown Associates, Inc.

Mike Bubanny of David Drown Associates presented the General Obligation Equipment Certificate and Utility Revenue Note, 2021A, and answered questions from Council.

Motion was made by Councilmember Hoaglund and seconded by Councilmember Ingalls to approve moving forward with and adopting Resolution No. 2021-20, of which will not be signed at this time but for the closing scheduled for September 13, 2021, A Resolution Providing for the Issuance and Sale of a \$250,000 General Obligation Equipment and Utility Revenue Note, Series 2021A, Pledging for the Security Thereof Net Revenues, and Levying a Tax for the Payment Thereof.

Vote: 5 ayes / 0 nays. Motion carried.

9. Reports

- A. Public Works Report

Joe Adams requested \$2,200 for striping downtown and to move forward with this project.

Motion was made by Councilmember Kinney and seconded by Councilmember Ingalls to approve striping downtown at an estimated cost of \$2,200.

Vote: 5 ayes / 0 nays. Motion carried.

Joe Adams said the Minnesota Department of Health found a couple of issues with the well house. To bring it up to code, work will need to be performed by Hawkins, Inc. at a cost of \$1,622.

Motion was made by Councilmember Kinney and seconded by Councilmember Ingalls to approve work performed by Hawkins, Inc. on the well house at an estimated cost of \$1,622.

Vote: 5 ayes / 0 nays. Motion carried.

B. City Clerk Report

No report.

C. Consultant Report

No report.

D. Committee Reports

- 1) Chamber – Councilmember Hoaglund said the Chamber sponsored the Cemetery Walk. It was a good event, including press coverage.
- 2) Economic Development Authority
- 3) Finance/Budget
- 4) Fire Department
- 5) Infrastructure
- 6) Kasson Mantorville Joint Powers
- 7) Mantorville Restoration Association
- 8) Park and Recreation Board
- 9) Personnel
- 10) Relief
- 11) Township

E. Councilmember Reports

Councilmember Keller said there was an article in the Dodge County Independent on Wednesday regarding the Highway 57 project in Kasson. They are looking to remove the stoplight at Highway 57 and Main Street and install a roundabout. The same at Highway 57 and County Road 34. In his opinion, Councilmember Keller said they should leave the stoplights at Main Street, which can be synced with the railroad crossing. There are more details in the article. Councilmember Keller asked Council to think about whether Mantorville should officially state an opinion on that project. He said he has tried since April to talk with them about it.

Councilmember Ingalls added that roundabouts are not pedestrian friendly. Councilmember Keller said the same is true for cyclists.

Councilmember Keller said a great location for a roundabout would be at the high school.

Councilmember Hoaglund said he is surprised that the City of Kasson hasn't opposed to it.

F. Mayor's Report

Mayor Bradford said he will be making a proclamation for Mr. Melcher who has completed his Eagle project. It will be presented at the September 13, 2021 City Council meeting.

10. Tabled Items

- a) Code Enforcement Regarding Storage Container at 720 County Road 12 (tabled 07.26.2021)
- b) Application from Mark and Ann Torkelson for a Variance from Section 150.025 of the Mantorville City Code to Allow the Construction of an Accessory Structure on a Lot without a Principal Structure (tabled 08.23.2021)

11. Executive Session

There was no Executive Session.

12. Adjourn

Motion was made by Councilmember Keller and seconded by Councilmember Ingalls to adjourn the meeting at 7:39 p.m.

Vote: 5 ayes / 0 nays. Meeting adjourned.

Respectfully Submitted,

Shirley R Buecksler
City Clerk-Treasurer

MANTORVILLE FIRE DEPARTMENT

Sep. 2021 General Members Meeting

Call to Order:

- The meeting was called to order at: 20:10

Member's in Attendance:

- JJ, Curt, Dave G., Paul L., Jeremy, Don, Jim, Scott, Steve, Travis B., Nate B., Joey, Troy, Brett, Annabelle, Kyle, Nate S., Orion, Ryan, Logan, Tristan

Chief's Report:

- Sept 16th & 23rd, 1830, Regional training center burns-Jeremy Dostal
- MSFCA Conference Oct 20-23
- Budget Items
- Oct. 6th Open House for Fire Prevention Week.
- On the fire ground, keep your pack with you if you take it off for sanitary purposes.
 - Incident Command
- Update list for emergency contacts. Talk to Matt Maas.
- Recommend Cloe to become a member.

Assistant Chief:

- Blue shirts are done, koozies and Marigold shirts are ordered.
- Pool Fill?
- Friday night bartending.

Fire Marshall:

- 6 Calls
- 1 Smoke alarm
- 1 Traffic hazard
- 1 Canceled
- 1 MVA Canceled
- 2 Structure Fires with Kasson

Training Officer:

- Sep. Hall clean up.
- Oct. 1st week med compass is coming, Fire Prevention week open house.
- Let Don know if you are interested in the training.

Equipment:

- Batteries are ready for pick up.
- New foam is here.
- Annabelle's Turn outs can be ordered.
- We can purchase used radios from Duluth and or from the State Patrol. Duluth wants \$150 a radio.
- We are going to look into getting 10 Radios.
- Anti fog for masks.

- Make sure you are running the saws long enough so they get warm instead of just turning them on then off right away.

Vehicles:

- Betsy- Up at city shop Going to get cleaned up and looked over. Change oil for the parade.
- Pumper 1-
- Pumper 2 -
- Chevy Pick Up - Driveability concern.
- Tanker 1 - Blower motor is still waiting on parts.
- Tanker 2 -
- Grass Rig - Siren is working now. Will look into it more.
- Rescue Truck -
- Water war stands got new wheels put on them. Water ball is painted and it is all put back at the city shop.

First Responder's:

- New epi pens are in. Came with a trainer that we will work with.
- New glucose is in.
- New air splints are in.
- We will train on this on the second Wed. also.

Treasurer

- Bills: \$1,368.04
- Discussed bills
- Motion made by: Curt to pay bills as stated
- 2nd by: Jim
- Motion carries

New Business:

- Motion made to make Cloe a Member by: Curt
- 2nd by: Don
- Motion Carries

Old Business:

-

Active Committees

- OSHA/Safety and Accountability: JJ, Paul, Russ, Travis Bebee
- Radios: Paul, Rog
- SOG'S: Paul, JJ, Russ, Steve, Rog
- Uniform's: Travis B, Steve, Dave W
- Explorer program: Nate, Dave Worstman
- Airpack committee: Travis Bebee, Nate, Paul, Curt, Russ, Joey, Dave W., Rog
- Truck/Equipment- Russ, Curt, Paul Lushinsky, Travis Bebee, Nate Burgess, Joey L.
- Truck/ Equipment- Meeting in Oct.

Point Report:

- Motion made by: Steve to approve the point report
- 2nd by: Jim
- Motion approved.

Secretary/ Calendar

- Sep 8 1830 Hall clean up
- Sep 10 1700 Bartending, Truck Show
- Sep 10 1830 Food Prep.
- Sep 15 1830 Maintenance
- **OCT Lunch: Ryan, Orion, Dave W**
- Oct 4 1900 Officer Meeting
- Oct 6 1830 1st Wed Drill , Monthly meeting

- Motion made to adjourn by: Curt
- 2nd by: Travis B.
- Meeting Adjourned at: 20:38

Mantorville Area Chamber of Commerce

P.O. Box 44

Mantorville, MN 55955

Minutes of Regular Meeting

August 4, 2021 - **Final**

Present: Terry Eckstein, Paul Larsen, Wendy Schleeter, May Trost, Jennifer Galloway, Melanie Dobson, Sara Chicos, Lyle Hoagland, Sherri Jorgensen, Marilyn Lermon, Mary Ann Bucher, and Barbara Loquai.

Call to order: 8:03 am

Secretary's Report: Minutes were reviewed and approved by Barb and Melanie.

Treasurer's Report: Lynnette was out, no new updates.

Old Business:

Farmers' Market Update: Paul advised us that the vendors are very happy with how things are going. There was discussion of having the Farmers Market moved to Saturdays but Paul shared that the vendors have other commitments so Tuesdays will work best.

National Night Out – August 3rd: The food selection was great but people coming was an issue. Getting the message out publically will be something the City will work on to draw more people in. The Chamber did get 2 new members and the MRA sold a cookbook!

Cemetery Walk: Mary Ann and Barb advised they needed 6-7 guides for that day. We plan to meet at 6:00 pm on Friday, Aug 20th to set up and the Walk will be from 11 to 2 on the 21st.

Fall Festival: Scheduled for October 30th. Chamber is looking into buying some mics for the tours so people can hear the guides better.

New Business:

Spirits with Spirits: They are discussing changing the name but we don't have that info yet. The County is looking at pre-selling tickets for Oct 23rd and Oct 30th. The ghost tours will be 18 & up or a child must be accompanied by an adult! More info to come!

Keep an eye out for information from the Opera House about the Melodramas as well. There will be more information to come. Please watch your email!

Meeting adjourned at 9:00 am by Terry.

Respectfully submitted.

Jennifer Galloway, Secretary

MANTORVILLE,MN

09/10/21 10:17 AM

Page 1

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September 2021

Check Amt Invoice Comment

10100 Citizens State Bank

Unpaid **ADAMS, JOE**

E 601-49400-430	Miscellaneous	\$39.70	REIMB82021	REIMBURSEMENT - POSTAGE FOR WATER SAMPLE MAILING
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Total ADAMS, JOE \$39.70

Unpaid **AFLAC**

G 101-21710	AFLAC	\$124.96	982279	EMPLOYEE PAID SUPPLEMENTAL INSURANCE - SEPT 2021
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Total AFLAC \$124.96

Unpaid **ANCOM**

E 101-42200-228	Equip. Repair and Maintenance	\$466.00	103852	FIRE DEPT - BATTIMPRES NIMH 2410T W/ SHIPPING CHARGES
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Total ANCOM \$466.00

Unpaid **BADGER METER**

E 601-49400-300	Professional Srvs (GENERAL)	\$148.81	80080491	BEACON SERVICES
E 602-49450-300	Professional Srvs (GENERAL)	\$223.21	80080491	BEACON SERVICES

Total BADGER METER \$372.02

Unpaid **BOUND TREE MEDICAL, LLC**

E 101-42200-311	First Responder Train/Equip	\$20.00	84166343	INV 84166343 ORIGINALLY SHORT PAID BY \$20
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Total BOUND TREE MEDICAL, LLC \$20.00

Unpaid **BUECKSLER, SHIRLEY**

E 101-41500-208	Training, Mileage	\$25.09	JUN-AUG2021	INSURANCE MEETING
E 101-41500-208	Training, Mileage	\$17.92	JUN-AUG2021	CEDA MEETING
E 101-41500-208	Training, Mileage	\$98.56	JUN-AUG2021	MCFOA

Total BUECKSLER, SHIRLEY \$141.57

Unpaid **CITY OF KASSON**

E 602-49450-585	Kasson WW Processing Fees	\$19,045.00	QTR3-2021	3RD QUARTER 2021C - WASTEWATER PROCESSING FEES
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Total CITY OF KASSON \$19,045.00

Unpaid **CMS - CONSTRUCTION MGMT.SERVIC**

E 101-42400-300	Professional Srvs (GENERAL)	\$2,067.24	AUGUST2021	AUGUST 2021 - BUILDING INSPECTIONS
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otal CMS - CONSTRUCTION MGMT.SERVIC \$2,067.24

Unpaid **CORE & MAIN, LP**

E 601-49400-228	Equip. Repair and Maintenance	\$230.78	P505582/628	CURB STOP TOPS
E 601-49400-228	Equip. Repair and Maintenance	\$345.10	P505582/628	WATER REPAIR SLEEVE

Total CORE & MAIN, LP \$575.88

Unpaid **DAVID DROWN ASSOC**

E 101-41500-300	Professional Srvs (GENERAL)	\$500.00	00005138	ANNUAL YEAR END CONTINUING DISCLOSURE FILING
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Total DAVID DROWN ASSOC \$500.00

MANTORVILLE,MN

09/10/21 10:17 AM

Page 2

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September 2021

		Check Amt	Invoice	Comment
Unpaid DELTA DENTAL				
G 101-21708	Dental Insurance	\$50.70	RIS000366388	DENTAL PREMIUMS - SEPT 2021
Total DELTA DENTAL		\$50.70		
Unpaid DODGE COUNTY				
E 101-41500-315	Recording Fees	\$46.00	DOC20211617	2021-16 RESOLUTION RECORDING - WOHLNHAUS PROPERTY VARIANCE
E 101-41500-315	Recording Fees	\$46.00	DOC20211617	2021-17 RESOLUTION RECORDING LAMPHERE HOME BUSINESS
Total DODGE COUNTY		\$92.00		
Unpaid EARLS SMALL ENGINE REPAIR				
E 101-45200-404	Repairs/Maint Machinery/Equip	\$289.99	8232021	MAINTENANCE/REPAIRS - BLOWER VAC REPAIR/ VALVE & CARB ADJUSTMENTS
E 101-45200-404	Repairs/Maint Machinery/Equip	\$47.50	8232021	MAINTENANCE/REPAIRS
E 101-42200-228	Equip. Repair and Maintenance	\$40.55	FD9121	FIRE DEPT - REPAIRS/MAINTENANCE PARTS
Total EARLS SMALL ENGINE REPAIR		\$378.04		
Unpaid GALLES				
E 603-45183-440	Refunds and Reimbursements	\$75.00	REIMBCG21	REFUND FOR CAMPGROUND CANCELLATION 7 DAYS OR MORE PRIOR TO RESERVATION
Total GALLES		\$75.00		
Unpaid GOPHER STATE ONE CALL				
E 601-49400-300	Professional Svcs (GENERAL)	\$14.04	1080565	UTILITY LOCATES
E 602-49450-300	Professional Svcs (GENERAL)	\$21.06	1080565	UTILITY LOCATES
Total GOPHER STATE ONE CALL		\$35.10		
Unpaid HOMETOWN HAULERS				
E 101-41940-384	Refuse/Garbage Disposal	\$175.00	105183	GARBAGE REMOVAL
Total HOMETOWN HAULERS		\$175.00		
Unpaid HY-VEE				
E 101-41500-437	Other Miscellaneous	\$34.99	REF58571627	STAFF RECOGNITION - CAKE FOR RYAN'S LAST DAY
Total HY-VEE		\$34.99		
Unpaid INNOVATIVE OFFICE SOLUTIONS				
E 101-43100-200	Supplies	\$38.62	IN3458172	PW PRINTER INK
E 101-41500-200	Supplies	\$104.77	IN3458172	PW AND OFFICE SUPPLIES - BATTERIES (A,AA,AAA & C)/NOTEPADS/PENS/ADDING MACHINE TAPE/WHITEOUT
Total INNOVATIVE OFFICE SOLUTIONS		\$143.39		
Unpaid JENSEN-GERMUNDSON, SHELLEY				
E 101-41500-437	Other Miscellaneous	\$15.02	NTRYPBLC20	REIMBURSEMENT FOR NOTARY STAMP -SHELLEY
E 101-41500-437	Other Miscellaneous	\$20.00	NTRYPBLC20	DODGE COUNTY NOTARY RECORDING FEE
Total JENSEN-GERMUNDSON, SHELLEY		\$35.02		
Unpaid KASSON HARDWARE HANK				
E 101-45200-200	Supplies	\$51.77	AUG2021	PARKS - SPRAYER/STRAPPING TAPE/TWINE

MANTORVILLE,MN

09/10/21 10:17 AM

Page 3

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September 2021

		Check Amt	Invoice	Comment
E 601-49400-228	Equip. Repair and Maintenance	\$18.98	AUG2021	WATER - REPAIR KIT / LITHIUM BATTERY FOR METER
E 101-43100-228	Equip. Repair and Maintenance	\$23.48	AUG2021	SHOP - LED BULBS / CEMENT EDGER
E 101-41500-437	Other Miscellaneous	\$16.48	AUG2021	CITY HALL - TRASH BAGS / MOUNT TAPE
E 101-42200-217	Other Operating Supplies	\$138.54	AUG2021	FIRE DEPT - SUPPLIES
Total KASSON HARDWARE HANK		\$249.25		
Unpaid K-M TELECOM				
E 101-41940-321	Communications Phone/Cell	\$90.98	10084736	CITY HALL MAIN 5170
E 101-41940-321	Communications Phone/Cell	\$20.94	10084736	CITY HALL - 5176 - 2ND LINE
E 101-41940-321	Communications Phone/Cell	\$25.00	10084736	DARK FIBER
E 101-42200-321	Communications Phone/Cell	\$25.93	10084736	FD 5440
E 101-41940-321	Communications Phone/Cell	\$80.92	10084736	STREETS - SHOP - 5119
E 601-49400-321	Communications Phone/Cell	\$45.96	10084736	WATER TOWER ALARM 3588
E 602-49450-321	Communications Phone/Cell	\$35.96	10084736	LIFT STATION ALARM 5066
E 602-49450-321	Communications Phone/Cell	\$35.96	10084736	WWTP 5463 ALARM
E 101-41940-321	Communications Phone/Cell	\$13.86	10084736	LONG DISTANCE/TAXES/FEES
E 101-41940-321	Communications Phone/Cell	\$20.94	10084736	CITY HALL 5116
Total K-M TELECOM		\$396.45		
Unpaid LEAGUE OF MINNESOTA CITIES				
E 101-41110-433	Dues and Memberships	\$30.00	347834	MEMBERSHIP DUES - MN MAYORS
E 101-41110-433	Dues and Memberships	\$1,378.00	347834	MEMBERSHIP DUES - LMC
Total LEAGUE OF MINNESOTA CITIES		\$1,408.00		
Unpaid MCFOA				
E 101-41500-208	Training, Mileage	\$20.00	REGVIMTG	OCTOBER 14, 2021
Total MCFOA		\$20.00		
Unpaid METERING & TECHNOLOGY SOLUTION				
E 601-49400-300	Professional Svcs (GENERAL)	\$340.42	20318	6 METERS AND SHIPPING
E 602-49450-101	Salaries	\$510.64	20318	METER ENDPOINTS PLUS SHIPPING
tal METERING & TECHNOLOGY SOLUTION		\$851.06		
Unpaid MINNESOTA ENERGY				
E 101-42200-380	Utility Services	\$52.89	3826494101	4229566-7 FIRE DEPT
E 101-41940-380	Utility Services	\$21.48	3826750548	4028156-0 STREETS
E 101-41940-380	Utility Services	\$61.51	3826796904	4016467-5 STREETS
E 602-49450-380	Utility Services	\$28.18	382742665	4299022-6 WWTP
E 101-41940-380	Utility Services	\$50.47	3827615132	4300149-4 STREETS
E 101-41940-380	Utility Services	\$0.00	AUGUST 2021	5121503-6 NEW SHOP
Total MINNESOTA ENERGY		\$214.53		
Unpaid NAPA				
E 101-43100-228	Equip. Repair and Maintenance	\$85.52	416460	SHOP SUPPLIES
Total NAPA		\$85.52		
Unpaid NCPERS GROUP LIFE INS.				
G 101-21711	Life Insurance Payable	\$48.00	608900092021	EMPLOYEE PAID LIFE INS. AUG 2021

MANTORVILLE,MN

09/10/21 10:17 AM

Page 4

***Check Detail Register©**

September 2021

		Check Amt	Invoice	Comment
Total NCPERS GROUP LIFE INS.		\$48.00		
Unpaid NOLTE, ROGER				
E 101-42200-437	Other Miscellaneous	\$8.61	FDREIMB	FIRE DEPT REIMBURSEMENT FOR SNAP CLIPS FOR ACCOUNTABILITY TAGS
Total NOLTE, ROGER		\$8.61		
Unpaid ON SITE COMPUTERS, INC				
E 101-41500-300	Professional Srvs (GENERAL)	\$1,029.99	CW7512151/1	WORKSTATION MIGRATION
E 101-41500-300	Professional Srvs (GENERAL)	\$123.20	CW7512151/1	REMOTE SUPPORT - TICKETS #230415 / #228320
E 101-41500-300	Professional Srvs (GENERAL)	\$99.00	CW7512151/1	REMOTE SUPPORT - TICKET #232410
Total ON SITE COMPUTERS, INC		\$1,252.19		
Unpaid POWELL				
E 603-45183-440	Refunds and Reimbursements	\$50.00	REIMBCG202	CAMPGROUND REFUND FOR OVERPAYMENT
Total POWELL		\$50.00		
Unpaid PURCHASE POWER				
E 101-41500-322	Postage	\$0.36	AUG 2021	VARIOUS FEES
E 101-41500-322	Postage	\$201.00	AUG 2021	POSTAGE
Total PURCHASE POWER		\$201.36		
Unpaid QUILL				
E 101-41500-200	Supplies	\$27.85	19149316	OFFICE SUPPLIES
Total QUILL		\$27.85		
Unpaid ROCHESTER OVERHEAD DOOR INC				
E 101-42200-228	Equip. Repair and Maintenance	\$200.00	50263	FIRE DEPT - OVERHEAD DOOR REPAIR
Total ROCHESTER OVERHEAD DOOR INC		\$200.00		
Unpaid STUSSY CONSTRUCTION INC				
E 101-43100-224	Street Maint Materials	\$261.44	136650	ROAD ROCK FOR STREET REPAIRS
Total STUSSY CONSTRUCTION INC		\$261.44		
Unpaid THOMPSON, DEBRA				
E 603-45183-440	Refunds and Reimbursements	\$30.00	REIMBPKSH	PARK SHELTER RENTAL REFUND
Total THOMPSON, DEBRA		\$30.00		
Unpaid ULTIMATE SAFETY CONCEPTS, INC				
E 101-42200-437	Other Miscellaneous	\$740.00	195774	FIRE DEPT - CUSTOM BADGES #55 - #64
Total ULTIMATE SAFETY CONCEPTS, INC		\$740.00		
Unpaid VERIZON WIRELESS				
E 101-42200-321	Communications Phone/Cell	\$54.64	9886989943	FIRE DEPT DATA SERVICE AUG 2021
Total VERIZON WIRELESS		\$54.64		
Unpaid WARSAW				
E 101-43160-381	Electric Utilities	\$5,361.96	2108-6994D	SOLAR GENERATION - JULY 2021
Total WARSAW		\$5,361.96		

MANTORVILLE,MN

09/10/21 10:17 AM

Page 5

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September 2021

		Check Amt	Invoice	Comment
Unpaid WHKS & COMPANY				
E 101-41950-303	Engineering Fees	\$14,757.68	43769	STREET IMPROVEMENTS 6/26 - 7/30, 2021
Total WHKS & COMPANY		\$14,757.68		
Unpaid ZUMBRO VALLEY PLUMBING LLC				
E 601-49400-220	Bldg.Repair and Maintenance	\$312.00	812183121	LAUNDRY TUB & HOOK UP
E 602-49450-300	Professional Srvs (GENERAL)	\$449.75	812183121	HEATER PIPE / HOOK UP / SHUT OFF
Total ZUMBRO VALLEY PLUMBING LLC		\$761.75		
10100 Citizens State Bank		\$51,351.90		

Fund Summary

<u>10100 Citizens State Bank</u>	
101 GENERAL FUND	\$29,351.35
601 WATER FUND	\$1,495.79
602 SEWER FUND	\$20,349.76
603 RV PARK	\$155.00
	\$51,351.90

***Check Summary Register©**

September 2021

	Name	Check Date	Check Amt	
10100	Citizens State Bank			
UnPaid	JOE ADAMS		\$39.70	REIMBURSEMENT - POSTAGE FOR WATER
UnPaid	AFLAC		\$124.96	EMPLOYEE PAID SUPPLEMENTAL INSURA
UnPaid	ANCOM		\$466.00	FIRE DEPT - BATTIMPRES NIMH 2410T W/ S
UnPaid	BADGER METER		\$372.02	BEACON SERVICES
UnPaid	BOUND TREE MEDICAL, LLC		\$20.00	INV 84166343 ORIGINALLY SHORT PAID BY
UnPaid	SHIRLEY R BUECKSLER		\$141.57	INSURANCE MEETING
UnPaid	CITY OF KASSON		\$19,045.00	3RD QUARTER 2021C - WASTEWATER PRO
UnPaid	CMS - CONSTRUCTION MGMT.S		\$2,067.24	AUGUST 2021 - BUILDING INSPECTIONS
UnPaid	CORE & MAIN, LP		\$575.88	CURB STOP TOPS
UnPaid	DAVID DROWN ASSOC		\$500.00	ANNUAL YEAR END CONTINUING DISCLOS
UnPaid	DELTA DENTAL OF MN		\$50.70	DENTAL PREMIUMS - SEPT 2021
UnPaid	DODGE COUNTY		\$92.00	2021-16 RESOLUTION RECORDING - WOHL
UnPaid	EARLS SMALL ENGINE REPAIR		\$378.04	FIRE DEPT - REPAIRS/MAINTENANCE PART
UnPaid	GALLES		\$75.00	REFUND FOR CAMPGROUND CANCELLATI
UnPaid	GOPHER STATE ONE CALL		\$35.10	UTILITY LOCATES
UnPaid	HOMETOWN HAULERS		\$175.00	GARBAGE REMOVAL
UnPaid	HY-VEE		\$34.99	STAFF RECOGNITION - CAKE FOR RYAN'S
UnPaid	INNOVATIVE OFFICE SOLUTION		\$143.39	PW PRINTER INK
UnPaid	JENSEN-GERMUNDSON, SHELL		\$35.02	REIMBURSEMENT FOR NOTARY STAMP -S
UnPaid	KASSON HARDWARE HANK		\$249.25	PARKS - SPRAYER/STRAPPING TAPE/TWIN
UnPaid	K-M TELECOM		\$396.45	CITY HALL MAIN 5170
UnPaid	LEAGUE OF MINNESOTA CITIES		\$1,408.00	MEMBERSHIP DUES - MN MAYORS
UnPaid	MCFOA TREASURER		\$20.00	OCTOBER 14, 2021
UnPaid	METERING & TECHNOLOGY SOL		\$851.06	6 METERS AND SHIPPING
UnPaid	MINNESOTA ENERGY RESOURC		\$214.53	4016467-5 STREETS
UnPaid	NAPA		\$85.52	SHOP SUPPLIES
UnPaid	NCPERS GROUP LIFE INS.		\$48.00	EMPLOYEE PAID LIFE INS. AUG 2021
UnPaid	NOLTE, ROGER		\$8.61	FIRE DEPT REIMBURSEMENT FOR SNAP C
UnPaid	ON SITE COMPUTERS, INC		\$1,252.19	WORKSTATION MIGRATION
UnPaid	POWELL, DOUG		\$50.00	CAMPGROUND REFUND FOR OVERPAYME
UnPaid	PURCHASE POWER		\$201.36	VARIOUS FEES
UnPaid	QUILL LLC		\$27.85	OFFICE SUPPLIES
UnPaid	ROCHESTER OVERHEAD DOOR		\$200.00	FIRE DEPT - OVERHEAD DOOR REPAIR
UnPaid	STUSSY CONSTRUCTION INC		\$261.44	ROAD ROCK FOR STREET REPAIRS
UnPaid	THOMPSON, DEBRA		\$30.00	PARK SHELTER RENTAL REFUND
UnPaid	ULTIMATE SAFETY CONCEPTS, I		\$740.00	FIRE DEPT - CUSTOM BADGES #55 - #64
UnPaid	VERIZON WIRELESS		\$54.64	FIRE DEPT DATA SERVICE AUG 2021
UnPaid	WARSAW SOLAR, LLC		\$5,361.96	SOLAR GENERATION - JULY 2021
UnPaid	WHKS & COMPANY		\$14,757.68	STREET IMPROVEMENTS 6/26 - 7/30, 2021
UnPaid	ZUMBRO VALLEY PLUMBING LL		\$761.75	LAUNDRY TUB & HOOK UP
Total Checks			\$51,351.90	

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION 2021-23

**A RESOLUTION APPROVING AN APPLICATION TO CONDUCT BINGO
AT MANTORVILLE SALOON, 501 MAIN STREET NORTH,
MANTORVILLE, MINNESOTA –
PHEASANTS FOREVER DODGE COUNTY, CHAPTER 776
OCTOBER 2, 2021**

WHEREAS, Pheasants Forever Dodge County, Chapter 776, has submitted an application to the City of Mantorville for approval to Conduct Bingo on October 2, 2021; and

WHEREAS, it has been demonstrated that the organization is collecting gambling monies for lawful purposes; and

WHEREAS, the City has no objection to said activity.

NOW, THEREFORE, BE IT RESOLVED that the Mantorville City Council hereby concurs with the issuance of an Exempt Permit (Bingo) by the Gambling Control Board to Pheasants Forever Dodge County, Chapter 776, for an event to be held on October 2, 2021 at Mantorville Saloon, 501 Main Street North, Mantorville, Minnesota, and hereby waives the 30-day waiting period.

Adopted by the City Council of the City of Mantorville, Minnesota, this 13th day of September 2021.

ATTEST:

Chuck Bradford, Mayor

Shirley R Buecksler, City Clerk-Treasurer

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Pheasants Forever Dodge County, Chapter 776 Previous Gambling Permit Number: X-35352-20-014

Minnesota Tax ID Number, if any: ES29354 Federal Employer ID Number (FEIN), if any: 4111683276

Mailing Address: 61361 265th ave

City: Mantorville State: MN Zip: 55955 County: Dodge

Name of Chief Executive Officer (CEO): Tim Miller

CEO Daytime Phone: 507-951-9879 CEO Email: mills@kmtel.com
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☒ **A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

☐ **IRS income tax exemption (501(c)) letter in your organization's name**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted
(for raffles, list the site where the drawing will take place): Mantorville Saloon

Physical Address (do not use P.O. box): 501 N Main Mantorville MN. 55955

Check one:

☒ City: Mantorville Zip: 55955 County: Dodge

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): 10-2-2021

Check each type of gambling activity that your organization will conduct:

☒ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☐ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

**CITY APPROVAL
for a gambling premises
located within city limits**

- ☒ The application is acknowledged with no waiting period.
☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
☐ The application is denied.

Print City Name: Mantorville

Signature of City Personnel:

[Signature]
 Title: City Clerk-Treasurer Date: 08-26-2021

**The city or county must sign before
submitting application to the
Gambling Control Board.**

**COUNTY APPROVAL
for a gambling premises
located in a township**

- ☐ The application is acknowledged with no waiting period.
☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
☐ The application is denied.

Print County Name: _____

Signature of County Personnel:

 Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: [Signature] Date: 08-26-2021
 (Signature must be CEO's signature; designee may not sign)

Print Name: Tim Miller

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

An equal opportunity employer

Memorandum

To: Mayor and Council
From: Shirley Buecksler, City Clerk-Treasurer
Date: September 13, 2021
Re: On Sale/Sunday Sales Intoxicating Liquor License, 509 Main Street North
– Scott Seim dba Mantorville Saloon

BACKGROUND

Scott and Koreen Seim own the Mantorville Saloon located at 501 Main Street North, as well as both properties to the north: 505 Main Street North (formerly Don's Plumbing) and 509 Main Street North (formerly the VFW/The Bridge).

Scott Seim (Applicant) currently holds an On Sale/Sunday Sales Intoxicating Liquor License for the Mantorville Saloon located at 501 Main Street North. He has submitted an application for an On Sale/Sunday Sales Intoxicating Liquor License for the former VFW building located at 509 Main Street North.

Although at this time the Applicant is only seeking a liquor license for 509 Main Street North, discussions with Koreen Seim regarding the three properties indicated that they may have future plans of opening up the three buildings for inside access to each building. The following information is provided as reference to this future possibility:

Minnesota Statute 341A.410, Subd. 7, and Mantorville City Code Section 110.12 require that Liquor Licenses only be issued for a space that is "compact and contiguous." Additionally, Minnesota Rule 7515.0430 provides that "(a) retail licenses for (on-sale) of alcoholic beverages which the municipality may issue must contain a specific description of the premises to which the license applies. The description...must include a complete description of the compact and contiguous area in which the licensee will conduct business, including a description of *physically connected* attachments to the main structure such as patios, decks, or pavilions." The compact and contiguous requirement is meant to ensure that all liquor-related activity (dispensing, transporting throughout the premises, and consuming) occur within a controlled area that is physically enclosed and connected.

City Attorney Dave Anderson stated that, in this case, the one major hurdle to overcome is the fact that the Saloon and the VFW are not contiguous *to one*

another (the 505 Main Street North building divides the two). In other words, it would be unknown how a server or a patron could carry alcohol from the Saloon to the VFW without bringing it through an unlicensed area, which presents a problem due to the “compact and contiguous” requirement. Although the Applicant owns the entire parking lot behind all three buildings, Attorney Anderson said it could be potentially problematic if the entire parking lot is part of the “licensed premises.” For these reasons, Attorney Anderson stated there are really only two ways for the Applicant to amend their current On Sale Liquor License to include the VFW. First, if an enclosed outdoor patio extended from the back door of the Saloon to the back door of the VFW, that could provide for one compact and contiguous premise (the Saloon, the shared patio, and the VFW). Second, if all three buildings were connected via internal doors (currently not the case) *and* the 505 Main Street North building was also included as part of the licensed premises, the license could then also reach the VFW building.

There is no provision in the City Code or State Law preventing the same person from holding more than one On Sale Intoxicating Liquor License in Mantorville (although there is such a limitation for Off Sale Liquor Licenses). Therefore, per Attorney Anderson, the Applicant may submit application for a second On Sale/Sunday Sales Intoxicating Liquor License for the VFW building that only includes that building as the licensed premises. Insurance coverage must be separate for this premise from their On Sale/Sunday Sales Intoxicating Liquor License at 501 Main Street North.

Enclosed for Council review is the application submitted by the Applicant for On Sale/Sunday Sales Intoxicating Liquor License for 509 Main Street North. The Building Official and Fire Chief have conducted an investigation of the property and found no hazards. Sheriff Scott Rose found no reason to deny the license and has signed his approval on the application. The Public Hearing was noticed in the Dodge County Independent newspaper and mailed to surrounding property owners, per City Code requirements.

Scott and Koreen Seim will be in attendance at tonight’s Public Hearing to answer any questions from Council.

ACTION

Council must hold a Public Hearing and take comment regarding this application for On Sale/Sunday Sales Intoxicating Liquor License at 509 Main Street North.

Staff recommends Council approval of Resolution No. 2021-24 Approving an Application for On Sale/Sunday Sales Intoxicating Liquor License for Scott Seim dba Mantorville Saloon Located at 509 Main Street North, Mantorville, Minnesota.

ATTACHMENTS:

- Application for On Sale/Sunday Sales Intoxicating Liquor License
- Resolution No. 2021-24
- Public Hearing Notices - Published and Mailed September 2, 2021



CITY OF MANTORVILLE MINNESOTA
APPLICATION FOR ON-SALE INTOXICATING
LIQUOR LICENSE

Covering the period of February 1st through January 31st

Applicants Full Name

scott lyle seim

First, Middle, Last

Applicants Date of Birth

Applicants Contact Information

mantorville saloon@yahoo.com

Email address

(507) 951-8328

Best Contact Number

Licensee Name (Individual, Business, Partnership, Corporation)

scott seim

Tradename or DBA mantorville saloon

License Location (Street Address) 509 n. main st

City mantorville County Dodge State mn Zip 55955

Website _____ Business Phone Number (507) 635-5557

Is this Application New _____ or Transfer _____

The following items must be completed and/or accompany this completed application form. Whoever shall knowingly falsify the answers to the following questions shall be deemed guilty of perjury and shall be punished accordingly. In answering these questions, one of the officers of a corporation or partner of a partnership shall complete the application for all corporate officers, directors and stockholders, or all members the partnership.

Type of Application (check one) ☒ Individual _____ Partnership ☒ Corporation _____ other

If Corporation, list State mn Date of Incorporation 2013

If a corporation or LLC, state name, date of birth, social security number, address, title, and shares held by each officer. If a partnership, state names, address and date of birth of each partner.

Name, (first, middle, last) and Title		Address, City, State, Zip	
Date of Birth	Social Security Number	Shares Held	
Name, (first, middle, last) and Title		Address, City, State, Zip	
Date of Birth	Social Security Number	Shares Held	
Name, (first, middle, last) and Title		Address, City, State, Zip	
Date of Birth	Social Security Number	Shares Held	
Name, (first, middle, last) and Title		Address, City, State, Zip	
Date of Birth	Social Security Number	Shares Held	

*Any additional information should be attached on a separate sheet to this application.

1. Describe premises to which license applies, such as "first floor, second floor, basement, etc." Or if entire building, so state. FIRST FLOOR
2. Has the applicant or any of the associates in this application owned or operated, or been engaged as an employee, in a saloon, hotel, restaurant or business of a similar nature where intoxicating liquor was dispensed?
☒ Yes If yes, give information as to date and location 501 n. main st 5/31/2013
mantorville saloon
☐ No
3. Has the applicant, or any of the associates in this application ever had an application for liquor rejected, revoked or not reissued by any municipality or state authority?
☐ Yes If yes, give information as to date and details _____
☒ No
4. Has the applicant, or any of the associates in this application, any interest whatsoever, directly or indirectly, in any other liquor establishment(s) in the state of Minnesota?
☒ Yes
☐ No
5. State name and address of owner of building ~~THE~~ mantorville saloon
and scott seim
6. Has the owner of the building had any connection, directly or indirectly, with the applicant?
☐ Yes If yes, please explain SELF
☐ No
7. Are any real estate taxes, special assessments or utility charges delinquent or unpaid for the premises to be licensed?
☐ Yes If yes, please explain _____
☒ No
8. Is the applicant applying for Sunday On Sale License in conjunction with this regular On Sale Liquor License?
☒ Yes ☐ No
- The annual fee for an On-Sale Intoxicating Liquor license is \$2,500 for each authorized licensed premise. If an application for an intoxicating liquor license, other than a renewal application, is made by an applicant after the 1st day of February, the annual license fee as provided in this section shall be prorated as of the date of such application.
 - All licenses granted under the provisions of this Ordinance shall expire on the 1st day of February of each year, following the date of issuance. A penalty of 50% of the annual license fee, but not to exceed \$300 shall be imposed on and collected from each applicant who files for renewal of his license after the commencement of the license year.
 - No retail license may be issued, maintained or renewed unless the applicant demonstrates proof of financial responsibility with regard to liability imposed by Minnesota Statute, Section 340A.801. An applicant for an On Sale license shall file with the City Clerk a certificate for an insurance policy by an insurer, a bond of a surety company, or a certificate of the State Treasurer, any one of which must meet the minimum requirements of Minnesota Statute, Section 340A.409.
 - A certificate of insurance showing proof of worker's compensation coverage (Minnesota Statute 176.182) must also accompany this application.
 - All applications for a license must include the Application for Retailers (Buyer's) Card for Liquor and Wine and a separate check for the fee made out to the Department of Public Safety, Alcohol and Gambling Enforcement Division.

The applicant, and his/her associates in this application, will strictly comply with all laws of the State of Minnesota governing the taxation and the sale of intoxicating liquor; rules and regulations promulgated by the Liquor Control Commissioner; and all Ordinances of the municipality.

I hereby certify that I have read the foregoing questions and that the answers to said questions are true of my own knowledge.

I declare that all information provided in this application and in related documents is truthful and accurate. I understand that untruthfulness or inaccuracy in any of this information may result in denial of the license.

I authorize the City of Mantorville to investigate and make whatever inquiries are necessary to verify the information provided by me in connection with this application, and I authorize anyone contacted by the City of Mantorville in this regard to speak with and provide requested information to the City of Mantorville or its representatives.

I authorize the City of Mantorville's Law Enforcement Department to undertake a criminal history check on me, and I authorize the Minnesota Bureau of Criminal Apprehension to disclose all criminal history record information to the City of Mantorville for purposes of this application.

Toward that end, my date of birth is _____

This authorization will expire one year after the date of my signature.

Signature of Applicant



Date

8/24/21

FOR OFFICE USE ONLY

REPORT BY POLICE/SHERIFFS DEPARTMENT

This is to certify that the applicant, or his/her associates named herein, have not been convicted within the past five (5) years for any violation of laws of the State of Minnesota or Municipal Ordinances relating to intoxicating liquor, except as hereinafter stated:

A. _____

B. _____

C. _____



Authorized Signature

SHERIFF

Title

Department Name/County/City

Date

County Attorney Signature

Date

CITY OF MANTORVILLE - TENNESSEN WARNING

Minnesota law requires that you be informed of your rights as they pertain to private information ("private data") collected from you by the City of Mantorville ("the City"). Private data is that information held by the City which is available to you but not to the public.

You have the right to refuse to provide the information requested on this application form; however, without certain information, the City may be unable to approve the license applied for. If you feel that certain information requested is an unwarranted invasion of privacy, please contact the City Clerk.

The dissemination and use of the private data we collect is limited to that necessary for the administration and management of the City's Licensing Program. Persons or agencies with whom this information may be shared include:

1. City personnel, including law enforcement personnel, administering the licensing program.
2. The City Attorney and support staff in the City Attorney's office.
3. Federal, state, local and contracted private auditors.
4. Federal and State agencies with oversight or responsibility related to the licensed business.
5. Those individuals or agencies as to whom you give your express written permission for release of the information.

Unless otherwise authorized by state statute or federal law, other government agencies utilizing the reported private data must also treat the information as private.

You may wish to exercise your rights as contained in the Minnesota Government Data Practices Act. These rights include:

1. The right to see and obtain copies of the data maintained about you;
2. The right to be told the contents and meaning of the data; and
3. The right to contest the accuracy and completeness of the data.

To exercise these rights, contact the Mantorville City Clerk at 21 5th Street East, Mantorville, MN 55955 or 507.635.5116.

I have read and I understand the above information regarding my rights as a subject of government data.


Applicant

8/24/21
Date

TAX INFORMATION FORM

LICENSE APPLICANT:

Pursuant to Minnesota Statutes 270C.72, the City of Mantorville is required to provide to the Minnesota Commissioner of Revenue your Minnesota business tax identification and Federal Tax ID number and the social security number (if license is an individual) of each license applicant.

Under the Minnesota Government Data Practices Act and the Federal Privacy Act of 1974, we are required to advise you of the following regarding the use of this information:

1. This information may be used to deny the issuance, renewal or transfer of your license in the event you owe the Minnesota Department of Revenue delinquent taxes, penalties or interest;
2. Upon receiving this information, the licensing authority will supply it only to the Minnesota Department of Revenue. However, under the Federal Exchange of Information Agreement, the Department may supply this information to the Internal Revenue Service; and
3. Failure to supply this information may jeopardize or delay the processing of your licensing issuance or renewal application.

Please supply the following information and return along with your application to the agency issuing the licenses.

DO NOT RETURN TO THE DEPARTMENT OF REVENUE.

License Applied for or Renewed	on sale liquor and intoxicating sales ^{+sunday}
Licensing Authority	City of Mantorville, 21 5 th Street East, PO Box 188, Mantorville, MN 55955
License Renewal Date	Sept 13 th 2021

APPLICANTS PERSONAL INFORMATION (if applicable);

Name	SCOTT Seim
Street Address	509 n. main st Box 473
City, State, Zip Code	Mantorville mn 55955
Social Security Number	

BUSINESS INFORMATION (if applicable)

Business Name	Mantorville Saloon
Street Address	509 n. main st
City, State, Zip Code	Mantorville mn 55955
Minnesota Tax ID Number *	
Federal Tax ID Number	


Signature

Position (Owner, Office, Partner, Etc.)

8/24/21
Date

*If a Minnesota Tax ID number is not required, please explain on the reverse side.



DEPARTMENT OF PUBLIC SAFETY
ALCOHOL AND GAMBLING ENFORCEMENT DIVISION
445 Minnesota Street Suite 1600
St. Paul, MN 55101
Phone (651) 201-7507 TDD (651) 282-6555
Fax (651) 297-5259

CARD NUMBER
(Office Use Only)

APPLICATION FOR RETAILER'S (BUYER'S) CARD FOR LIQUOR AND WINE
PLEASE RETURN THIS APPLICATION WITH FEE \$20.00

Issuing Authority	Type Code	Buyer's Card Expires	Identification #
City of Mantorville			
Print Name of Licensee (As shown on license)	Business Name (DBA)		
SCOTT Lyle Seim	mantorville saloon		
Business Address	County	Business Phone	
509 n. main st	Dodge	(507) 635-5557	
City, State, Zip Code	Authorized Signature		
MANTORVILLE MN 55955			



CC0515

Mailing Address:
PO Box 64217
St. Paul, MN 55164-0217

Email: dli.license@state.mn.us
Website: dli.mn.gov
Phone: (651) 284-5034

Certificate of Compliance Minnesota Workers' Compensation Law

This form must be completed by the business license applicant.

Print in ink or type

Minnesota Statutes § 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minn. Stat. chapter 176. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry.

A valid workers' compensation policy must be kept in effect at all times by employers as required by law.

License or certificate number (if applicable)	Business telephone number <u>(507) 635-5557</u>	Alternate telephone number	
Business name (Provide the legal name of the business entity. If the business is a sole proprietor or partnership, provide the owner's name(s), for example John Doe, or John Doe and Jane Doe.) <u>Seim Saloon (Scott Seim)</u>			
DBA ("doing business as" or "also known as" an assumed name), if applicable <u>mantorville saloon</u>			
Business address (must be physical street address, no P.O. boxes) <u>509 N. Main St Box 473</u>	City <u>Mantorville</u>	State <u>MN</u>	ZIP code <u>55955</u>
County <u>Dodge</u>	Email address <u>mantorville.saloon@yahoo.com</u>		

You must complete number 1 or 2 below.

Note: You must resubmit this form to the authority issuing your license if any of the information you have provided changes.

1. ☒ I have a workers' compensation insurance policy.

Insurance company name (not the insurance agent)
SFM

Policy number: <u>58992</u>	Effective date: <u>10/24/20</u>	Expiration date: <u>10/24/21</u>
☐ I am self-insured for workers' compensation. (Attach a copy of the authorization to self-insure from the Minnesota Department of Commerce; see https://mn.gov/commerce/industries/insurance/licensing/self-insurance/ .)		

2. I am not required to have workers' compensation insurance because:

- ☐ I only use independent contractors and do not have employees. (See Minn. Stat. § 176.043 for trucking and messenger courier industries; Minn. Stat. § 181.723, subd. 4, for building construction; and Minnesota Rules chapter 5224 for other industries.)
- ☐ I do not use independent contractors and have no employees. (See Minn. Stat. § 176.011, subd. 9, for the definition of an employee.)
- ☐ I use independent contractors and I have employees who are not required to be covered by the workers' compensation law. (Explain below.)
- ☐ I only have employees who are not required to be covered by the workers' compensation law. (Explain below.) (See Minn. Stat. § 176.041 for a list of excluded employees.)

Explain why your employees are not required to be covered

I certify the information provided on this form is accurate and complete. If I am signing on behalf of a business, I certify I am authorized to sign on behalf of the business.

Print name:

Applicant signature (required)

Title

Date

If you have questions about completing this form or to request this form in braille, large print or audio.



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
Telephone 651-201-7507 Fax 651-297-5259 TTY 651-282-6555

Certification of an On Sale Liquor License, 3.2% Liquor license, or Sunday Liquor License

Cities and Counties: You are required by law to complete and sign this form to certify the issuance of the following liquor license types: 1) City issued on sale intoxicating and Sunday liquor licenses
2) City and County issued 3.2% on and off sale malt liquor licenses

Name of City or County Issuing Liquor License Mantorville License Period From: Sept 13 2021 To: 1-31-22

Circle One New License License Transfer _____ Suspension _____ Revocation _____ Cancel _____
(former licensee name) (Give dates)

License type: (check all that apply) ☒ On Sale Intoxicating ☒ Sunday Liquor ☐ 3.2% On sale ☐ 3.2% Off Sale

Fee(s): On Sale License fee: \$ _____ Sunday License fee: \$ _____ 3.2% On Sale fee: \$ _____ 3.2% Off Sale fee: \$ _____

Licensee Name: Scott Seim DOB _____ Social Security # _____
(corporation, partnership, LLC, or Individual)

Business Trade Name Mantorville Saloon Business Address 509 N Main City Mantorville

Zip Code 55955 County Dodge Business Phone 507-635-5557 Home Phone 507-951-8328

Home Address 21 8th St E City Mantorville

Licensee's Federal Tax ID # _____ Licensee's MN Tax ID# _____
(To apply call IRS 800-829-4933)

If above named licensee is a corporation, partnership, or LLC, complete the following for each partner/officer:

Scott Lyle Seim
Partner/Officer Name (First Middle Last) DOB _____ Social Security # _____ Home Address _____

Partner/Officer Name (First Middle Last) DOB _____ Social Security # _____ Home Address _____

Partner/Officer Name (First Middle Last) DOB _____ Social Security # _____ Home Address _____

Intoxicating liquor licensees must attach a certificate of Liquor Liability Insurance to this form. The insurance certificate must contain all of the following:

- 1) Show the exact licensee name (corporation, partnership, LLC, etc) and business address as shown on the license.
- 2) Cover completely the license period set by the local city or county licensing authority as shown on the license.

☐ Yes ☒ No During the past year has a summons been issued to the licensee under the Civil Liquor Liability Law?

Workers Compensation Insurance is also required by all licensees: Please complete the following:

Workers Compensation Insurance Company Name: SFM Policy # 58992

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county.

City Clerk or County Auditor Signature Shirley Bruchner, City Clerk-Treasurer Date 09.01.2021
(title)

ON SALE INTOXICATING LIQUOR LICENSEES ONLY, must also purchase a \$20 Retailer Buyers Card. To obtain the application for the Buyers Card, please call 651-201-7507, or visit our website at <https://dps.mn.gov/divisions/age/Pages/default.aspx>



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/01/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Stevenson Insurance, Inc. 16 North Mantorville Ave. Kasson MN 55944	CONTACT NAME Molly Stevenson PHONE (A/C, No, Ext) (507) 634-4580 FAX (A/C, No) (507) 634-4844 E-MAIL molly@stevenson-insurance.com ADDRESS
INSURED SCOTT SEIM MANTORVILLE SALOON PO BOX 473 MANTORVILLE MN 55955	INSURER(S) AFFORDING COVERAGE INSURER A Auto-Owners Insurance Company INSURER B SFM Mutual Companies INSURER C INSURER D INSURER E INSURER F

COVERAGES

CERTIFICATE NUMBER: CL219103491

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLA MS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:			08491586	07/09/2021	02/01/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV NJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY NJURY (Per person) \$ BODILY NJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	☐ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLA MS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	☐ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPR ETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N ☐	N / A	58992.208	10/24/2020	10/24/2021	☒ PER STATUTE ☐ OTH-ER E L EACH ACC DENT \$ 500,000 E L DISEASE - EA EMPLOYEE \$ 500,000 E L DISEASE - POLICY LIMIT \$ 500,000
A	Liquor Liability			08491586	09/13/2021	02/01/2022	Each Occurrence \$1,000,000 General Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Physical Location: 509 Main St N, Mantorville, MN 55955

CERTIFICATE HOLDER

CANCELLATION

City of Mantorville
PO Box 188

Mantorville

MN 55955

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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1700 North Broadway • Suite 128
Rochester, MN 55906
507-282-8206 • FAX 281-0391

September 2, 2021

Koreen Seim
PO Box 473
Mantorville, MN 55955

RE: Kitchen area located at 501 North Main Street in Mantorville

Koreen,

I did an inspection of the kitchen located at 501 North Main Street in Mantorville on August 23, 2021. The following are my findings from the inspection.

The kitchen is existing and has not had any updates. There is no plan at this time to do any additional updates to the kitchen.

Since the kitchen is existing and will be used very little at this time, the kitchen and hood can remain as they currently are.

Should any equipment be added or replaced, the hood would be required to be updated to meet the current Mechanical and Building Codes including make up air and an Ansul System.

A handwritten signature in black ink, appearing to read "Jay Kruger". The signature is written over a horizontal line.

Jay Kruger
Building Official
City of Mantorville

cc: City of Mantorville

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION 2021-24

**A RESOLUTION APPROVING AN APPLICATION FOR
ON SALE/SUNDAY SALES INTOXICATING LIQUOR LICENSE
FOR SCOTT SEIM DBA MANTORVILLE SALOON
LOCATED AT 509 MAIN STREET NORTH, MANTORVILLE, MINNESOTA**

WHEREAS, Scott Seim (Applicant) dba Mantorville Saloon has submitted an application for the issuance of an On Sale/Sunday Sales Intoxicating Liquor License at 509 Main Street North; and

WHEREAS, the Applicant currently has a valid On Sale/Sunday Sales Intoxicating Liquor License at 501 Main Street North since 2013; and

WHEREAS, the property located at 509 Main Street North has successfully passed inspection by the Building Official and Fire Chief; and

WHEREAS, the Dodge County Sheriff's Department has completed the required background check and found nothing to prevent issuance of an On Sale/Sunday Sales Intoxicating Liquor License at 509 Main Street North.

NOW, THEREFORE, BE IT RESOLVED that the Mantorville City Council does hereby approve issuance of an On Sale/Sunday Sales Intoxicating Liquor License to the applicant listed below for the period of September 13, 2021 through January 31, 2022:

Scott Seim dba Mantorville Saloon
509 Main Street North
Mantorville, MN 55955

Adopted by the City Council of the City of Mantorville, Minnesota, this 13th day of September 2021.

ATTEST:

Chuck Bradford, Mayor

Shirley R Buecksler, City Clerk-Treasurer



August 26, 2021

**CITY OF MANTORVILLE
PUBLIC HEARING NOTICE
APPLICATION FOR ON SALE INTOXICATING LIQUOR LICENSE**

Notice is hereby given, that the City Council of the City of Mantorville will conduct a Public Hearing to consider an application from Scott Seim dba Mantorville Saloon for an On Sale Intoxicating Liquor License for the premises located at 509 North Main Street, Mantorville, Minnesota.

When: Monday, September 13, 2021 – 6:30 pm

Where: Mantorville City Hall, 21 5th St E, Mantorville, MN, Council Chambers

Questions: Contact City Clerk-Treasurer Shirley Buecksler at 507.635.5116 or shirley@mantorville.com

How to Comment: Those who wish to provide comments may do so in person during the Public Hearing. Written comments may be submitted to the City Clerk via U.S. Mail or via email to shirley@mantorville.com. Written comments received by the City Clerk before the agenda packet is published and distributed will be included as attachments to the Staff report. All comments received after that will be provided to the City Council at the beginning of the meeting and entered into the public record.

Shirley R Buecksler
City Clerk-Treasurer

Published: September 2, 2021, Dodge County Independent



Offices in Fifth Street Towers
150 South Fifth Street, Suite 700
Minneapolis Minneapolis MN 55402-1299
Saint Paul (612) 337-9300 telephone
(612) 337-9310 fax
St. Cloud <http://www.kennedy-graven.com>
Affirmative Action, Equal Opportunity Employer

MEMORANDUM

DATE: September 9, 2021

RE: American Rescue Plan Local Government Funds

On March 11, 2021, President Biden signed the American Rescue Plan Act (ARPA). Included in ARPA is \$350 billion in federal aid for states, municipalities, counties, tribes, and territories. ARPA Fiscal Recovery Funds ("Funds") must be used in one of the four eligible use categories specified below:

- 1) To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
- 2) To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers;
- 3) For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and
- 4) To make necessary investments in water, sewer, or broadband infrastructure.

Generally, if an expense was eligible under the CARES Act, it will continue to be eligible under ARPA with two explicitly listed exceptions: 1) public safety payroll criteria have been updated to make only public safety costs primarily dedicated to responding to COVID-19 eligible; 2) expenses related to issuance of tax-anticipation notes are not an eligible funding use.¹

I. RESPOND TO THE PUBLIC HEALTH EMERGENCY OR ITS NEGATIVE IMPACTS

Public Health Emergency

The "public health emergency" bucket generally includes expenses incurred by the local government to respond to, mitigate, and/or prevent COVID-19, including employee and consultant time spent administering ARPA funds. "A broad range of services" are eligible including programs, purchasing PPE, and certain capital improvements related to responding to the pandemic, among many others.² Additional examples include vaccine incentive programs³ and back to work incentives.⁴

Respond to COVID-19's negative economic impacts

The "negative economic impacts" bucket includes four sub-groups: assistance to households; assistance to small businesses and non-profits; aid to impacted industries; and additional uses to address those disproportionately impacted by the pandemic. These expenses are often in the form of assistance grants.

¹ The Department of the Treasury has published guidance clarifying ARPA and eligible uses, including a FAQ document overview <https://home.treasury.gov/system/files/136/SLFRPFAQ.pdf>.

² FAQ 2.2 and 2.3

³ FAQ 2.12

⁴ FAQ 2.13

Assistance to household – Assistance to households is aid to individual people or families and includes:

- food assistance;
- rent, mortgage, or utility assistance;
- counseling and legal aid to prevent eviction or homelessness;
- cash assistance;
- emergency assistance for burials,
- home repairs, weatherization, or other needs;
- internet access or digital literacy assistance; or
- job training to address negative economic or public health impacts experienced due to a worker's occupation or level of training.”⁵

Small Businesses and Non-Profits – Assistance to small business and non-profits includes:

- loans or grants to mitigate financial hardship such as declines in revenues or impacts of periods of business closure, for example by supporting payroll and benefits costs, costs to retain employees, mortgage, rent, or utilities costs, and other operating costs;
- Loans, grants, or in-kind assistance to implement COVID-19 prevention or mitigation tactics, such as physical plant changes to enable social distancing, enhanced cleaning efforts, barriers or partitions, or COVID-19 vaccination, testing, or contact tracing programs; and
- Technical assistance, counseling, or other services to assist with business planning needs.⁶
- Support to “enhance outdoor spaces for COVID-19 mitigation (e.g., restaurant patios) or to improve the built environment of the neighborhood (e.g., façade improvements)” ⁷
- Business start-ups can be considered eligible recipients for, among other things, additional or increased costs experienced by start-up businesses during the pandemic and increased difficulty in access credit.⁸

Small business assistance programs should maintain records to support the assessment of how businesses or business districts receiving assistance were affected by the negative economic impacts of the pandemic and how the aid provided responds to these impacts.⁹

Aid to Impacted Industries – Assistance may also be provided to aid certain impacted industries including aid to tourism, travel, and hospitality industries is identified as most clearly meeting eligibility requirements. For other industries, a local government must “consider the extent of the impact in such industries as compared to tourism, travel, and hospitality, the industries enumerated in the statute.”¹⁰

Additional Eligible Uses for Certain Populations and Geographies – Certain additional services provided in a Qualified Census Tract (QCT) are presumed eligible. These additional services include addressing health disparities and social determinants of health; building stronger neighborhoods and communities; addressing educational disparities exacerbated by COVID-19; and promoting health childhood environments.¹¹ Local governments may also provide these services to other populations, households, or geographic areas it can determined were disproportionately impacted by the pandemic.¹²

⁵ FAQ 2.5

⁶ FAQ 2.5

⁷ FAQ 2.18

⁸ FAQ 2.20

⁹ FAQ 2.10

¹⁰ FAQ 2.10

¹¹ FAQ 2.11

¹² FAQ 2.11

II. GOVERNMENT REVENUE LOSS

This bucket allows a local government to calculate the amount of “general revenue” lost due to the COVID-19 public health emergency, and then use ARPA funds up to the amount of lost revenue to provide for the provision of government services.¹³ “[A]ny diminution in actual revenue calculated using the formula above would be presumed to have been ‘due to’ the COVID-19 public health emergency.”¹⁴ Local governments will need to calculate revenue loss using the formula provided in FAQ 3.5.

The amount identified as revenue loss can then be used for the provision of government services. The “provision of government services” is given “broad latitude” and can include:

- maintenance of infrastructure or pay-go spending for building new infrastructure (e.g., roads);
- modernization of cybersecurity (e.g., hardware, software, and protecting critical infrastructure);
- health services;
- environmental remediation;
- school or educational services; and
- the provision of police, fire, and other public safety services.¹⁵

While funds may be used for maintenance of infrastructure or pay-go spending for building new infrastructure as part of the general provision of government services to the extent of reduction in revenue, a general infrastructure project would likely be ineligible “unless it responded to a specific pandemic-related public health need (e.g., investments in facilities for the delivery of vaccines) or a specific negative economic impact of the pandemic (e.g., affordable housing in a QCT).”¹⁶

III. PREMIUM PAY

Premium pay may be provided for work performed since the beginning of the COVID-19 public health emergency for essential workers in critical infrastructure sectors who regularly perform in-person work, interact with others at work, or physically handle items handled by others.¹⁷

IV. NECESSARY INVESTMENTS IN WATER, SEWER, & BROADBAND INFRASTRUCTURE

Eligible Water and Sewer Projects

Local governments may use ARPA funds for water and sewer projects that would be eligible to receive funding under the Environmental Protection Agency’s Clean Water State Revolving Fund (CWSRF) or Drinking Water State Revolving Fund (DWSRF).¹⁸

Eligible Broadband Projects

Projects must be able to meet certain download and upload speeds and must serve unserved or underserved households and businesses. Unserved and underserved means that there is not currently a wireline connect that reliably delivers at least 25Mbps download speed and 3 Mbps of upload speed.¹⁹ There are exceptions for these requirements in certain situations.

¹³ See calculation information generally see FAQ Section 3.

¹⁴ FAQ 3.5

¹⁵ FAQ 3.8

¹⁶ FAQ 4.2

¹⁷ FAQ 5.1

¹⁸ FAQ 6.1

¹⁹ FAQ 6.5, 6.8, 6.9, 6.10, 6.11

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION NO. 2021-22

**A RESOLUTION ACCEPTING THE
CORONAVIRUS LOCAL FISCAL RECOVERY FUND
ESTABLISHED UNDER THE AMERICAN RESCUE PLAN ACT**

WHEREAS, since the first case of coronavirus disease 2019 (“COVID-19”) was discovered in the United States in January 2020, the disease has infected over 32 million and killed over 575,000 Americans (“Pandemic”). The disease has impacted every part of life. As social distancing became a necessity, businesses closed, schools transitioned to remote education, travel was sharply reduced, and millions of Americans lost their jobs; and

WHEREAS, as a result of the Pandemic, cities have been called upon to respond to the needs of their communities, including through the prevention, treatment, and vaccination efforts; and

WHEREAS, the negative economic impacts of COVID-19 have affected the operations and revenues of businesses, nonprofits, and the City; and

WHEREAS, Congress adopted the American Rescue Plan Act in March 2021 (“ARPA”) which included \$65 billion in recovery funds for cities across the country; and

WHEREAS, ARPA funds are intended to provide support to state, local, and tribal governments in responding to the impact of COVID-19 and in their efforts to contain COVID-19 in their communities, residents, and businesses; and

WHEREAS, approximately \$128,038.60 will be allocated to the City of Mantorville (“City”) pursuant to the ARPA (“Allocation”), with the City receiving the first distribution of \$64,019.30 in 2021 with the second distribution expected in 2022; and

WHEREAS, the United States Department of Treasury has adopted guidance regarding the use of ARPA funds; and

WHEREAS, the City, in response to the Pandemic, has had expenditures and anticipates future expenditures consistent with the Department of Treasury’s ARPA guidance; and

WHEREAS, the State of Minnesota is the distributor of the City’s ARPA funds because the City’s population is less than 50,000.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Mantorville, Minnesota, as follows:

1. The City intends to collect its share of ARPA funds from the State of Minnesota to use in a manner consistent with the Department of Treasury’s guidance.

2. City Staff, together with the Mayor and the City Attorney, are hereby authorized to take any actions necessary to receive and accept the City's share of ARPA funds from the State of Minnesota for expenses incurred because of the Pandemic.
3. City Staff, together with the Mayor and the City Attorney, are hereby authorized to make recommendations to the City Council for future expenditures that may be reimbursed with ARPA funds.

Adopted by the City Council of the City of Mantorville, Minnesota, this 13th day of September 2021.

ATTEST:

Chuck Bradford, Mayor

Shirley R Buecksler, City Clerk-Treasurer

Memorandum

To: Mayor and Council
From: Shirley Buecksler, City Clerk-Treasurer
Date: September 13, 2021
Re: Variance for Accessory Structure at 720 County Road 12

BACKGROUND

At their meeting of August 23, 2021, Council heard from the Applicant regarding a Variance for an accessory structure at 720 County Road 12. The report from August 23rd is attached as reference. Council asked the applicant to provide a drawing of the building, as well as dimensions, elevations, and distance to other structures.

Mark and Ann Torkelson have provided the requested information in the attached email and drawings. Unfortunately, they are unable to attend tonight's meeting due to previous commitments. They have requested that Council review the documents they have provided and approve their request for Variance or table until September 27th if there are additional questions. Staff received the Variance application on August 9, 2021, so Council has time yet within the 60-day approval period.

ACTION

Based on discussion, Council should motion to approve or deny the Variance and direct Staff to prepare a resolution of approval or denial to be presented at the following regular City Council meeting.

ATTACHMENTS

- Council report of August 23, 2021
- Email and drawings from Mark and Ann Torkelson

Memorandum

To: Mayor and Council

From: Shirley Buecksler, City Clerk-Treasurer

Date: August 23, 2021

Re: Variance for Accessory Structure at 720 County Road 12

BACKGROUND

For Council's reference, the property owners at 720 County Road 12 have been using a storage container on a parcel of their land for agricultural purposes to support the farming of this parcel, which is referred to as Parcel B (see legal description below as obtained from the Dodge County Assessor's Office). Based on a complaint received, the City sent letters to the property owners that the storage container was in violation of Sections 95.05 and 150.025 of the Mantorville City Code and that it must be removed.

The City Code provision at issue is Section 150.025(A) which states, *"no accessory building shall be placed, erected or constructed on a lot where a permitted principal structure has not been constructed."* The storage container sits on its own parcel (Dodge County PID 250201603), which amounts to a violation of the aforementioned Code section because there is no principal structure on the parcel.

At their July 26, 2021 meeting, Council discussed whether the property owners could apply for a Variance for the storage container. City Staff conferred with the City Attorney who saw no reason why the owners cannot request a Variance with the justification being that the storage container is used for equipment and other items used to maintain the 10+ acres of hayfield on the site. Further, the City Attorney stated that a practical difficulties argument can be made related to the required hayfield maintenance, the size of the parcel, etc. Additionally, if the property owners were wanting to keep the storage container on this parcel, the Council could certainly attach reasonable conditions to an approved Variance regarding aesthetics, screening, etc.

Property owners Mark and Ann Torkelson recently submitted an application for Variance to construct an accessory structure on a lot without a principal structure. This application is attached for Council's review. A drawing showing the accessory structure in reference to other buildings on their property, as well as a concept photo of the new structure, are included with the application. In their application, the property owners state that the structure they would like to build is not to exceed 1,400 square feet, 16 feet in height, and will have a compatible exterior as outlined in City Code, Section 150.025. Construction is to be completed by October 31, 2022, and the current storage unit would remain until the construction is complete. As stated in their application, the

Variance would allow for a structure to support the continued agricultural use of this property, a use which began prior to their ownership of the property, and contributing to the local economy.

A Variance requires that the City Council hold a Public Hearing to receive any testimony from the public. A notice was published for the Public Hearing in the Dodge County Independent. Property owners Mark and Ann Torkelson will be in attendance tonight to answer any questions from Council.

Property Legal Description:

Parcel ID: 25.020.1603

Sct: 20 Twn: 107 Rng: 016

PARCEL B

THAT PART OF THE NE1/4 DESCRIBED AS FOLLOWS:

COMM AT THE SWCOR OF SAID NE1/4; TH ON AN ASSUMED BEARING OF N00°01'40" EAST ALONG THE WEST LINE OF SAID NE1/4 571.94FT TO THE CENTERLINE OF VACATED COUNTY ROAD NO. 12; TH N67°02'53" EAST, ALONG SAID CENTERLINE 556.65FT; TH CONTINUING N67°02'53" EAST ALONG SAID VACATED CENTERLINE 201.16FT; TH CONTINUING N67°02'53" EAST ALONG SAID VACATED CENTERLINE 97.37FT TO THE POINT OF BEGINNING; TH CONTINUING N67°02'53" EAST ALONG SAID VACATED CENTERLINE 58.02FT; TH NORTHEASTERLY 401.60FT ALONG A TANGENTIAL CURVE, CONCAVE TO THE SOUTHEAST, SAID CURVE HAS A RADIUS OF 1145.92FT, A CENTRAL ANGLE OF 20°04'48" AND THE CHORD OF SAID CURVE BEARS N77°05'16" E399.55FT; TH N00°27'07" WEST NOT TANGENT TO SAID CURVE 264.15FT; TH N69°15'24" E396.23FT; TH N00°26'06" W126.53FT TO THE SOUTH LINE OF FORMER CHICAGO AND GREATWESTERN RAILROAD COMPANY; TH NORTHWESTERLY 747.11FT ALONG SAID SOUTH LINE AND ALONG A NON-TANGENTIAL CURVE, CONCAVE TO THE NORTHEAST, SAID CURVE HAS A RADIUS OF 1482.39FT, A CENTRAL ANGLE OF 28°52'35" AND THE CHORD OF SAID CURVE BEARS N82°31'38" W739.23FT; TH N68°05'21" WEST, TANGENT TO SAID CURVE AND ALONG SAID SOUTH LINE 82.50FT; TH S00°03'56" W769.85FT TO THE POINT OF BEGINNING

ACTION

Based on discussion, Council should motion to approve or deny the Variance and direct Staff to prepare a resolution of approval or denial to be presented at the following regular City Council meeting.

To: Friday, September 10, 2021 1:25 AM
To: Shirley
Cc: Mark Torkelson; Ann Torkelson
Subject: Torkelson Variance Follow-up
Attachments: Barn front back.pdf; Barn Side 1.pdf; Barn top.pdf; Variance Barn.pdf

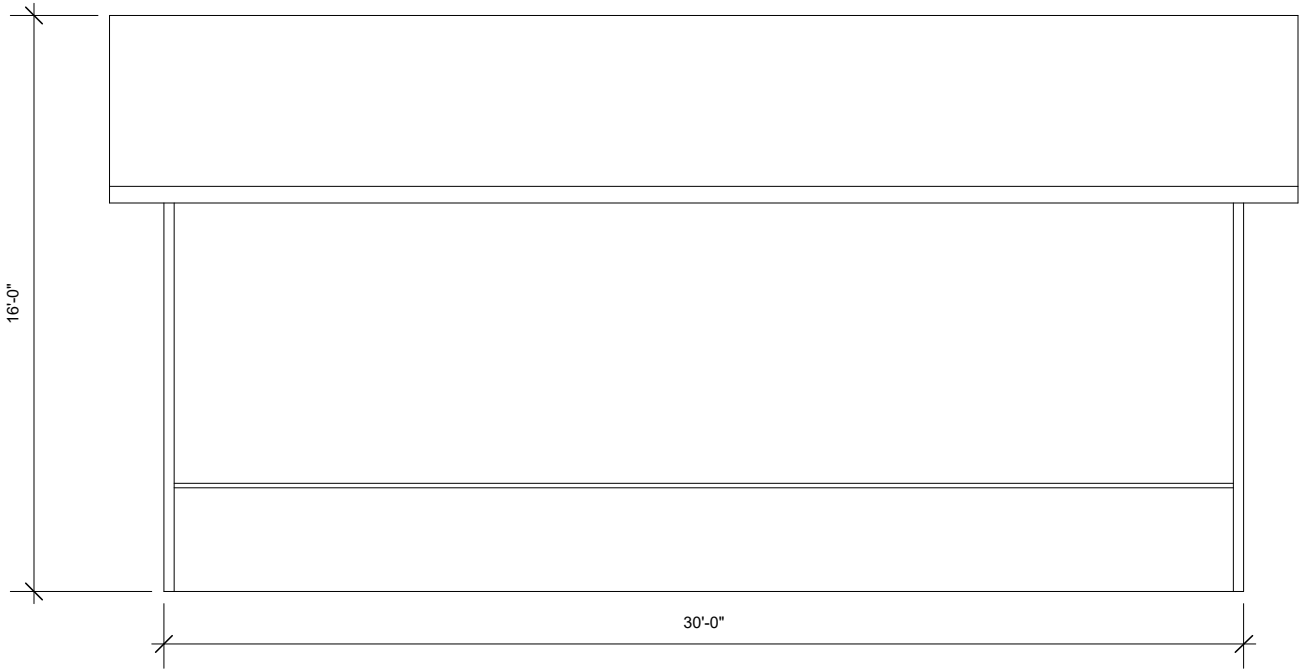
Shirley,

Please see the attached documents to fulfill the requests made by the City Council on August 23rd. The items requested include a building sketch with key dimensions, site elevation, and map noting lot lines and other surrounding structures.

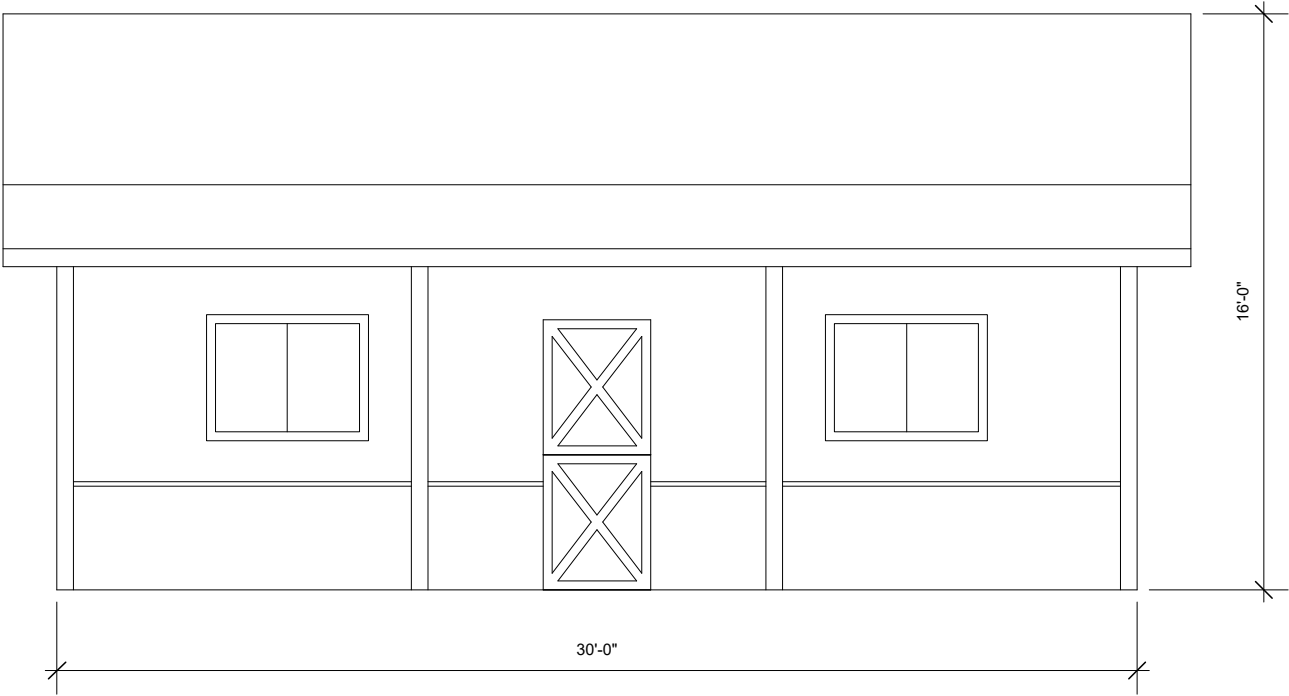
Unfortunately, Mark nor I are able to attend the meeting on Monday evening. Mark will be at the school board meeting and I will be attending a meeting for parents of Seniors at the high school. If the Council has unanswered questions, we kindly request the topic be tabled until the September 27th meeting. If the Council feels we have satisfactorily addressed all questions to support approval of the request, we would appreciate moving ahead with the decision in our absence.

Thank you in advance for your consideration of our request.
Mark and Ann Torkelson

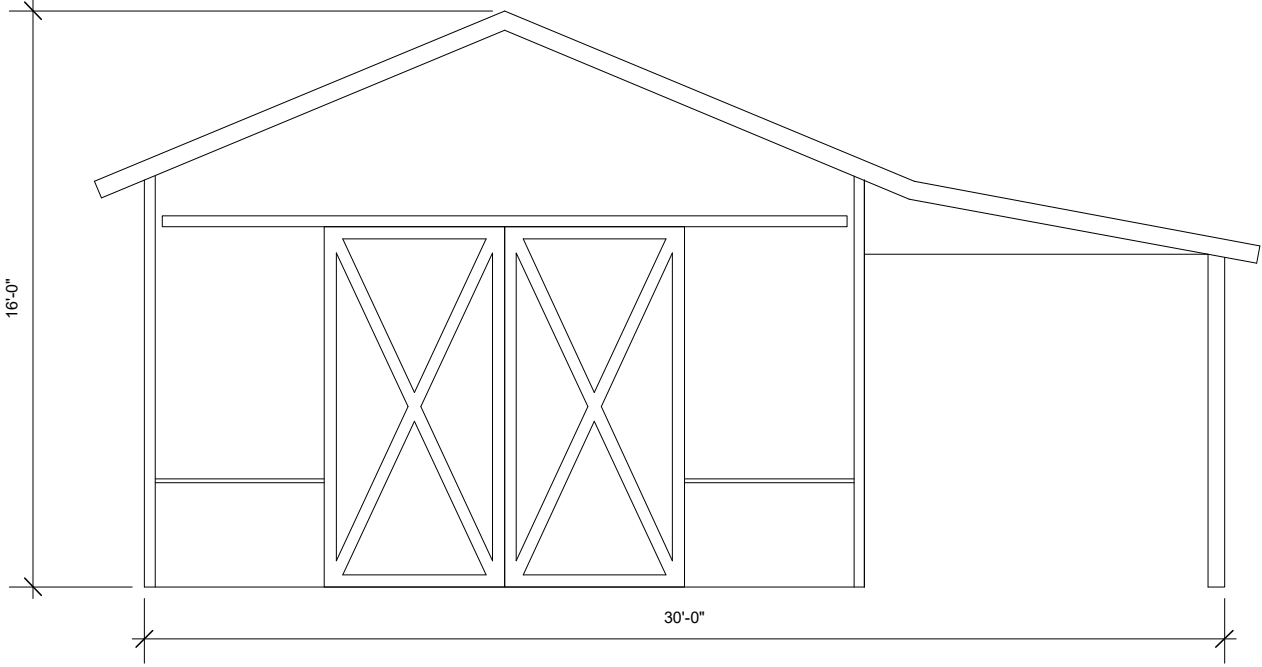
Back



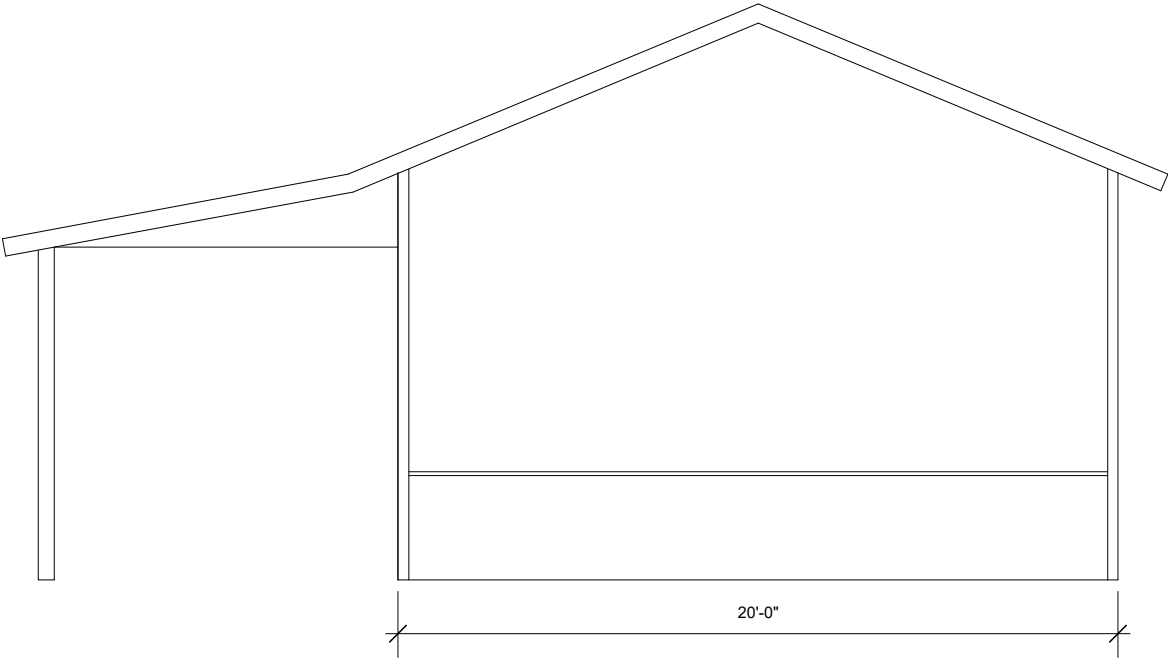
Front



Left Side



Right Side



30'-0"

20'-0"

10'-0"

