

**City of Mantorville  
City Council Minutes  
September 13, 2021**

**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: Assistant Fire Chief Steve Fairchild  
New Firefighter Chloe Bradford  
City Clerk-Treasurer Shirley Buecksler  
Public Works Lead Joe Adams  
Assistant City Clerk Shelly Jensen-Germundson

**2. Pledge of Allegiance**

The Pledge of Allegiance was recited.

**3. Adopt the Agenda**

Councilmember Keller requested that the City Council consider Resolution No. 2021-25, a resolution he drafted regarding the proposed roundabouts and traffic flow in the city of Kasson. Mayor Bradford added this item to the agenda as Item 8d). Council adopted the agenda, as amended.

**4. Proclamations, Presentations and Recognitions**

**A. Introduction and Approval of New Firefighter Chloe Bradford**

Assistant Fire Chief Steve Fairchild introduced Chloe Bradford. Chloe has been a part of the Explorers Program with the Mantorville Fire Department for four years and recently interviewed for a position as Volunteer Firefighter. The Fire Board approved her hiring at their last Board meeting and a background check came back with a clear record. Assistant Fire Chief Fairchild is now looking for Council approval to hire Chloe Bradford as a Volunteer Firefighter.

Motion was made by Councilmember Kinney and seconded by Councilmember Keller to approve the hiring of Chloe Bradford as Volunteer Firefighter with Mantorville Fire Rescue.

Vote: 5 ayes / 0 nays. Motion carried.

Mayor Bradford and the City Council welcomed Chloe, and everyone applauded in congratulations.

B. Network Security Review with Mike Bowe, On-Site Computers, Inc.

Mike Bowe of On-Site Computers, Inc. provided a network security review for the City. Mr. Bowe said the City has back-ups using an encrypted Cloud platform. The entire system is backed up daily. Mr. Bowe recommended additional email security, 365 with multi-factor authentication, and a change to the firewall. He will send a proposal to the City Clerk.

Council thanked Mr. Bowe for his presentation.

**5. Consent Agenda**

- A. City Council Meeting Minutes of August 23, 2021
- B. Fire Department General Member 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

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

Vote: 5 ayes / 0 nays. Motion carried.

**6. Public Concerns**

The following citizens addressed the Council:

- Dan Trapp addressed the Council regarding the berm and weeds (Canadian thistles) that are on it at 720 County Road 12.
  - Mayor Bradford stated that the Torkelson's have mowed the berm. We informed them that they need to maintain it on a regular basis. We had someone lined up to mow, but the Torkelson's had it done before that was necessary. We followed up with a verbal phone call. We have communicated our expectations and will monitor it. We expect the west side of the berm to be maintained, and they understand that the City is serious.

**7. Public Hearings**

- A. On Sale/Sunday Sales Intoxicating Liquor License, 509 Main Street North – Scott Seim dba Mantorville Saloon, Resolution No. 2021-24

Applicants Scott and Koreen Seim were present for any questions.

Mayor Bradford opened the Public Hearing at 7:04 p.m.

Hearing from no one wishing to speak, Mayor Bradford closed the Public Hearing at 7:05 p.m.

Motion was made by Councilmember Kinney and seconded by Councilmember Keller to adopt 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.

Vote: 5 ayes / 0 nays. Motion carried.

## **8. Old Business/New Business**

### **A. Public Works Street Worker – Personnel Committee Recommendation**

The City received three applications for the Public Works Street Worker position. Mayor Bradford and Councilmember Ingalls, as the Personnel Committee, met with two applicants; the third applicant was not available for an interview.

The Personnel Committee recommends hiring Wade Schroeder at a starting wage of \$21.50 per hour. After six (6) months of service and after obtaining his CDL, his wage will be increased to \$22.00 per hour.

Wade was in attendance and gave a brief description of his skills and experience that he will be bringing with him to this position. Wade said he can start on October 4, 2021.

Councilmember Ingalls said Mr. Schroeder has a positive attitude and is excited to work locally. The cultural fit is perfect and we didn't see the CDL as a barrier from Wade being successful in this position.

Mayor Bradford said Wade is more technical than most we've seen and he is very bright.

Motion was made by Councilmember Keller and seconded by Councilmember Hoaglund to hire Wade Schroeder to the position of Public Works Street Worker, at a starting rate of \$21.50, with a .50 cent increase after six months of service and obtaining his CDL, and a start date of October 4, 2021.

Vote: 5 ayes / 0 nays. Motion carried.

Mayor Bradford and Council welcomed Wade to the City of Mantorville.

**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**

Motion was made by Councilmember Keller and seconded by Councilmember Ingalls to adopt 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**

Motion was made by Councilmember Keller and seconded by Councilmember Hoaglund to pull Item 10b), Application for Variance to Allow an Accessory Structure at 720 County Road 12, Parcel B, from the table.

Vote: 5 ayes / 0 nays. Motion carried.

The applicants were not available to attend tonight's meeting. Resident Dan Trapp provided elevation maps of the area for Council that he received from Dodge County.

Council discussion included:

- The applicants have provided the requested information. Keep the size of the structure within the dimensions provided and the owner can decide on the details.
- It's hard to understand the practical difficulty.
- If the intent is to not take a spot where a building could be erected, is it okay to put a shed there in a flood plain? It's important to be consistent but could there be a principal structure there?
  - Perhaps if they raise it high enough, but it would have to be raised about 7 feet.
- If we deny the variance, are we making the land unsellable/worthless?
- Need clarification from the land owner on the elevation.
- One reason for the variance is chemical storage. If true, it should be in a different location.
- What does 1127 on the applicant's drawing mean?
- Why put the structure there? Could be a little further away.
- There were problems with the existing building.
- What is the practical difficulty?
- Recommend that we say no chemical storage in this new accessory structure.
- Ask the applicant to come to the September 27, 2021 City Council meeting with information and answers to these questions.

Motion was made by Councilmember Ingalls and seconded by Councilmember Kinney to table this item to the next regular Council meeting when Council can ask questions of the applicant.

Vote: 5 ayes / 0 nays. Motion carried.

**D. Consideration of Resolution No. 2021-25 Regarding the Flow of Traffic on Highway 57 Through the City of Kasson for the Citizens of Mantorville**

Councilmember Keller presented the draft resolution for review, which also includes an article he published in the Dodge County Independent. The response has been phenomenal, with 100% against it, he said. The application of these roundabouts is wrong for this location. Looking to communicate to the citizens of the city of Kasson, he said.

Councilmember Hoaglund appreciates the hard work Councilmember Keller did on this.

Councilmember Ingalls asked what Councilmember Keller found in his research regarding the motivation behind these roundabouts? It's hard to understand how it would work.

Councilmember Keller said they wanted a roundabout at County Road 34 and Highway 57 and you cannot put it by a stoplight. Mini roundabouts were intended for "T" intersections. There is a better alternative, he said.

Councilmember Ingalls agreed that a roundabout doesn't make sense here.

Councilmember Keller said the roundabout in Byron is a perfect example near a railroad. Traffic is similar and it works well.

Councilmember Hoaglund said the one in Byron is a little further from the tracks.

Councilmember Keller said the reason it doesn't work is because a standard roundabout won't fit in the right-of-way, so they came up with an oval. He added that ovals are more dangerous.

Councilmember Ingalls said a roundabout near the school is needed.

Councilmember Keller said there are so many things that make the roundabouts wrong in Kasson.

Motion was made by Councilmember Keller and seconded by Councilmember Hoaglund to adopt Resolution No. 2021-25, Regarding the Flow of Traffic on Highway 57 Through the City of Kasson for the Citizens of Mantorville.

Vote: 4 ayes / 1 nay – Councilmember Kinney voted against. Motion carried.

Council directed the City Clerk to forward a copy of this resolution to the Mayor and City Council of the City of Kasson, Minnesota Department of Transportation, Senator David Senjem, and WHKS Engineering.

## 9. Reports

### A. Public Works Report

Joe Adams requested approval to order three garbage receptacles on the 2021 budget. The original budget was for \$8,300.00 for Slinger but it came back with a savings of \$4,034.00 that can be put towards a garbage receptacle for the covered bridge and two others. They will be the same style as currently at the park.

- Council approved this purchase.

Councilmember Hoaglund said he met with Excel Energy regarding their line on our pole. They moved their pole.

- Joe Adams said that pole is in rough shape. We pay \$30.00/month for meters in the park but we only use them two or three times a year. Looking to go underground to get away from the monthly cost. Long term, we would be ahead. Marigold Days could be fed from another meter.
- Mayor Bradford agreed and said we should do what we can and possibly get down to one meter.
- Joe Adams said Directional Drilling estimated approximately \$2,400.00. Joe will bring back exact numbers for Council.
- Councilmember Ingalls said this is perfect for infrastructure improvement and the American Rescue Plan Act funds.

### B. City Clerk Report

Shirley Buecksler reminded Council about Local Board of Appeal and Equalization Training:

- Minnesota Statute requires that at least one voting member successfully complete this training once every four years;
- All voting members are encouraged to take this training;
- Training is completely online;
- Currently, there is no one trained for Mantorville; and
- Training must be completed by February 1 2022.

This same information, along with a link to the training, was emailed to the City Council this morning.

The City received the microloan funds of \$244,950.00 today for the 2021 Street Improvements Project and the Snow Plow.

### C. Consultant Report

No report.

### D. Committee Reports

1) Chamber – Councilmember Keller stated:

- The Chamber celebrated the success of the Cemetery Walk.
- Finalizing Fall Festival plans.
- The Chamber is working on a similar Mantorville logo to be their own. Does the City have any concerns with that?

- Mayor Bradford said there is a graphics manual, and the branding effort was citywide. As long as they follow the standard, go for it. We want a consistent look.
- 2) Economic Development Authority – Mayor Bradford stated:
  - The EDA talked about Stage Coach Days. They have \$1,300.00 donated from SEMAC (Southeastern Minnesota Arts Council). \$2,600.00 in expenditures but were covered by private donations.
  - Discussed grants and donations.
  - Talked about the GEMS of Mantorville. The past GEM was awarded to Luke Nash, and Lynette Nash accepted it. Barb Loquai was also noticeably touched to be awarded as the present GEM. Mayor Bradford will forward the proclamation to the City Clerk to create a plaque.
  - The EDA’s budget meeting is scheduled for September 20, 2021, with an invitation to the City Council to attend if they choose.
- 3) Finance/Budget
- 4) Fire Department
- 5) Infrastructure
- 6) Kasson Mantorville Joint Powers – Mayor Bradford stated:
  - Their next meeting is scheduled for September 15, 2021.
  - Had some donations for Dennison Park equipment. Funds will be matched by the Joint Ventures.
- 7) Mantorville Restoration Association – Councilmember Hoaglund stated:
  - Marigold Days had good weather and the event was very successful.
  - The MRA’s next meeting is September 14, 2021.
  - Councilmember Ingalls commented that a booth at Marigold Days blocked the path by the Welcome Center and caused pedestrians to have to use the road. Councilmember Keller said there is an easement. Councilmember Ingalls suggested no parking signs in this area. Councilmember Hoaglund said the Highway 57 project will include the addition of sidewalk in this area.
- 8) Park and Recreation Board
- 9) Personnel
- 10) Relief
- 11) Township

E. Councilmember Reports  
No reports.

- F. Mayor’s Report
- Marigold Days was a huge success. Although we expected a larger crowd for the event, the Fire Department had over 700 attend the pancake breakfast and 989 came to the street dance.
  - The Café owner said it was the best year ever for them during Marigold Days.
  - The Lion’s Club was expected a hot year and, even though they bought 100 more hot dogs and burgers this year, they were sold out by 3:00 p.m.
  - It was nice that Red Dirt Road held a moment of silence at 9:11 p.m. on September 11<sup>th</sup>. A fitting tribute.

- Mayor Bradford will present a proclamation to Kaleb Melcher for “Eagle Scout Achievement Day” at a den meeting for his significant efforts to improve our communities through community service. Mayor Bradford will bring this to Council at a following 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; 09.13.2021)

**11. Executive Session**

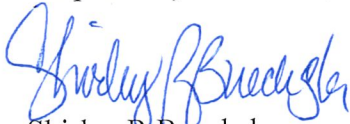
There was no Executive Session.

**12. Adjourn**

Motion was made by Councilmember Hoaglund and seconded by Councilmember Ingalls to adjourn the meeting at 8:19 p.m.

Vote: 5 ayes / 0 nays. Meeting adjourned.

Respectfully Submitted,



Shirley R Buecksler  
City Clerk-Treasurer