

**City of Mantorville
City Council Minutes
December 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: City Clerk-Treasurer Shirley Buecksler
Fire Chief JJ Williams
Assistant Fire Chief Steve Fairchild

2. Pledge of Allegiance

Everyone stood and recited the Pledge of Allegiance.

3. Adopt the Agenda

Council approved the agenda with the addition of:

- Item 9, Public Safety Report
- For Item 7A, add Resolution No. 2021-38 Approving a Conditional Use Permit to Operate a Home Occupation at 611 East Street
- Item 8H, Resolution No. 2021-37 Approving Memorandum of Agreement (MOA) Between the State of Minnesota and Local Governments and Authorization Participation in National Opioid Settlements

4. Consent Agenda

- A. Dodge County Sheriff's Office Report for November 2021
- B. Dodge County Board of Commissioners Meeting Minutes of November 9, 2021
- C. Warrant List for December 13, 2021
- D. Resolution No. 2021-33 Accepting Additional Funds Under the American Rescue Plan Act
- E. 2022 Garbage Hauler License Renewals
- F. 2022 Liquor License Renewals
- G. Resignation from Mantorville Firefighter Jeremy Schubert

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

Vote: 5 ayes / 0 nays. Motion carried.

5. Proclamations, Presentations and Recognitions

There were no proclamations, presentations or recognitions.

6. Public Concerns

No one addressed the Council.

7. Public Hearings

A. Conditional Use Permit Application for 611 East Street – Home Based Business

Mayor Bradford opened the public hearing at 6:42 p.m.

Applicants Scott and Rosie Rose discussed their dog grooming business with Council. The shop opened on Main Street in Kasson in October of 2006. Six years later, they built a shop at their property in Kasson but are now looking for a place to downsize and a place to retire. They are friends with Mike Langen and purchased his property at 611 East Street. It has space to work for dog grooming business with traffic away from residential areas. The property at 611 East Street fits perfectly for them.

With a dog grooming business, the dogs go from the vehicle to the house on a leash and they stay in the house. There is no noise. The business will bring in ten to 12 customers a day from all around. Dog owners will have an hour to 90 minutes to spend in Mantorville.

Councilmember Kinney asked if she has set hours? Mrs. Rose said her hours are from 8:00 a.m. to 5:00 p.m., but she may not open anymore until 9:00 a.m. and she is usually done by 4:00 p.m.

Councilmember Keller asked if any dogs are boarded overnight? Mrs. Rose said no.

Councilmember Hoaglund asked how many dogs she takes in at one time? Mrs. Rose said about three or four. Three of us are working Wednesdays until Noon, so we each have one dog, she said. Mr. Rose said they try to schedule only one dog per groomer at a time.

Councilmember Hoaglund asked if they will put up a business sign? Mr. Rose said they currently have one on the mailbox. Councilmember Hoaglund added that a sign may be no bigger than 12" x 12". Any bigger than that would need approval from the Mantorville Restoration Association. Mr. Rose said grooming is by appointment only.

Michael Suhr spoke that he retired from the City of Minneapolis and lives directly behind on 7th Street. He has no concerns. He is only here to find out what type of business they have planned and said he has no issues with it. Mr. Suhr welcomed them to the neighborhood and wished them well.

Councilmember Hoaglund said this business will be good for Mantorville.

Motion was made by Councilmember Ingalls and seconded by Councilmember Kinney to close the public hearing.

Vote: 5 ayes / 0 nays. Motion carried.

Motion was made by Councilmember Ingalls and seconded by Councilmember Kinney to adopt Resolution No. 2021-38 Approving a Conditional Use Permit to Operate a Home Occupation at 611 East Street.

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

8. Old Business/New Business

A. Truth in Taxation Meeting – Public Input on Final General Levy Budget for 2022

There was no one from the public in attendance. No public input was received in regards to the final General Levy Budget for 2022.

B. Final 2022 General Fund Budget

Motion was made by Councilmember Kinney and seconded by Councilmember Ingalls to roll over leftover funds from Park and Recreation, EDA, and the Fire Department to the 2022 fund.

Vote: 5 ayes / 0 nays. Motion carried.

C. Resolution Adopting the Final Tax Levy Collectible in the Year 2022

Motion was made by Councilmember Hoaglund and seconded by Councilmember Ingalls to adopt Resolution No. 2021-34 Adopting the Final Tax Levy Collectible in the Year 2022 at \$551,235.36 (4%).

Vote: 5 ayes / 0 nays. Motion carried.

D. Resolution Setting the Monthly Water and Sewer Rates for 2022

Motion was made by Councilmember Ingalls and seconded by Councilmember Kinney to adopt Resolution No. 2021-36 Setting the Monthly Water and Sewer Rates for 2022 (3% increase for water; 3% increase for sewer).

Vote: 5 ayes / 0 nays. Motion carried.

Mayor Bradford excused himself from the meeting temporarily at 7:22 p.m.

E. Final Water/Sewer Budgets for 2022

Motion was made by Councilmember Ingalls and seconded by Councilmember Kinney to approve the Water, Sewer, RV Campground, and Storm Sewer Funds for 2022, as presented.

Vote: 5 ayes / 0 nays. Motion carried.

Mayor Bradford returned to the meeting at 7:30 p.m.

F. Resolution Approving the Delegation of Authority of Paying Claims Through Month End 2021

Motion was made by Councilmember Kinney and seconded by Councilmember Ingalls to adopt Resolution No. 2021-35 Approving the Delegation of Authority for Paying Claims Through Month End in 2021.

Vote: 5 ayes / 0 nays. Motion carried.

G. 2022 City Meetings Calendar

Motion was made by Councilmember Ingalls and seconded by Councilmember Keller to approve the 2022 City Meetings calendar, as presented.

Vote: 5 ayes / 0 nays. Motion carried.

H. Memorandum of Agreement Between the State of Minnesota and the City of Mantorville

Motion was made by Councilmember Hoaglund and seconded by Councilmember Ingalls to adopt Resolution No. 2021-37 Approving the Memorandum of Agreement (MOA) Between the State of Minnesota and Local Governments and Authorizing Participating in National Opioid Statements.

Vote: 5 ayes / 0 nays. Motion carried.

9. Public Safety Report

A. Fire Chief Williams said, as of January 1, 2022, Steve Fairchild will be the next Fire Chief, Travis BeBee will be Assistant Chief, and he will be Deputy Fire Chief.

Fire Chief Williams said Steve Fairchild manages a shop with several technicians, knows how to do things and will do a great job as Chief. It's time for a change, he said, but I will still be around and will still make day calls.

Assistant Chief Fairchild said he has been on the Department for 13 years and Assistant Chief for six of those years. If anyone knows me, I wouldn't put anyone in a situation that I wouldn't put myself in or my son, Fairchild said.

Council thanked and welcomed Steve Fairchild as the new Fire Chief.

B. Toys for Tots

Assistant Chief Fairchild said Mantorville Fire Department collected the most toys and money for Toys for Tots in all of Dodge County with ten to 12 Firefighters working the event. There were donations received of almost \$3,000.00 in four hours and the truck was full of toys. We have a great community here.

Chief Williams said it's great that this community donates and cares so much.

Assistant Chief Fairchild added that, on top of the toys that were donated, the Fire Department was able to purchase another \$7,000.00 worth of toys from Menards.

C. Assistant Chief Fairchild said we have three or four members on Dodge Center Ambulance, which is about 80% of our calls. We have to make sure we are prepared and will push more medical training.

10. Tabled Items

A. Lighting at Park/Basketball Court

Motion was made by Councilmember Ingalls and seconded by Councilmember Hoaglund to pull this item from the table.

Vote: 5 ayes / 0 nays. Motion carried.

Adams said he received three bids for the lighting at the basketball court:

1. Bruce's Electric \$4,576.56
2. Leth Electric \$6,250.00 (more expensive lights)
3. Maxson Electric \$3,520.00

Motion was made by Councilmember Ingalls and seconded by Councilmember Kinney to approve the bid from Maxson Electric for \$3,520.00.

Vote: 5 ayes / 0 nays. Motion carried.

11. Reports

A. Public Works Report

- 1) Adams spoke with City Engineer Hruska regarding street projects for next year. He suggested that Council give the City Engineer direction to move forward and start on getting projects ready for 2022.

Council gave authority to the City Engineer to move forward on 2022 street projects.

- 2) Adams requested approval to purchase new cutting edges for the CAT loader. It is cheaper to drive to Little Falls to pick them up at Falls Equipment than to order and have them delivered. Total price is \$1,063.00 for two sets plus \$531 for a third set equals \$1,594.00.

Motion was made by Councilmember Kinney and seconded by Councilmember Ingalls for the purchase of three sets of cutting edges at a cost of \$1,594.00.

Vote: 5 ayes / 0 nays. Motion carried.

- 3) The snowfall we received on Tuesday provided some experience for Schroeder in plowing. Adams was very impressed with DeCook's snow removal. The snow was out of here by Noon.

B. City Clerk Report

- 1) Buecksler said the homeowner at 605 Walnut Street is disputing her December 2021 water bill, in that she stated she was told to let her water run during construction on Walnut Street. She claimed she was told that she would not have to pay for the extra cost, but this was unconfirmed by staff. She is requesting that her bill be prorated.

Council approved for the City Clerk to average her bill over the past three years in December and charge her the averaged amount. The remaining charges to be absorbed into the Water Fund.

- 2) Buecksler described the Minnesota Water Assistance Program from Semcac Energy Assistance. We have a homeowner in Mantorville who needs to get on the program.
 - Congress created an emergency water assistance program in response to the COVID-19 pandemic.
 - Minnesota received \$14,666,970.
 - The water assistance program begins October 1, 2021.
 - Water assistance can make payments to public water suppliers on behalf of eligible residential customers.
 - Program can pay for past due and current water and wastewater usage charges, fees, deposits, up to \$1,200.00.

Council approved for the City of Mantorville to join the Minnesota Water Assistance Program from Semcac Energy Assistance and provide this for our customers in need.

C. Consultant Report

Nothing to report.

D. Committee Reports

- 1) Chamber – Councilmember Hoaglund said Olde Fashioned Christmas was successful with a lot of people attending. December 29th will be a supper with the Pappas Family at the Hubbell House.
- 2) Economic Development Authority – Mayor Bradford said the CEDA contract and goals for Laura Qualey were approved. Some one-to-one help with businesses for advertising. Received a printed version of the walking tour. Stagecoach Days and Denneson Park was discussed, as well as brainstorming ideas for businesses while the Hubbell House is closed for remodeling. They will be closed between January and April 2022.
- 3) Finance/Budget
- 4) Fire Department – Councilmember Hoaglund attended the last meeting. He suggested that an Officer from the Fire Department attend Council meetings once a month. He added that we are blessed with a good Fire Department. Mayor Bradford said if anyone has a chance to ride along with the Fire Department or the Sheriff's Office, it is enlightening. Reach out to Assistant Fire Chief Fairchild if interested in riding along with Mantorville Fire Department.
- 5) Infrastructure
- 6) Kasson Mantorville Joint Powers
- 7) Mantorville Restoration Association – next meeting December 14.
- 8) Park and Recreation Board – Councilmember Kinney said the 2022 budget was discussed with carry over for community trees.
- 9) Relief
- 10) Township

E. Councilmember Reports

Councilmember Kinney said the Chamber is working on a Welcome to New Residents program. When new residents call in to set up their water service, staff can ask if they want to be contacted by the Chamber of Commerce for a welcome basket or packet.

F. Mayor's Report

- 1) Mayor Bradford met with Minnesota Secretary of State Steve Simon regarding guidance regarding COVID response, impacts it had on Mantorville, suicide rates for high school students. Secretary of State Simon is on the Executive Board as an advisory committee to the Governor. It was a very open conversation, and Mayor Bradford believes he took the conversation seriously.
- 2) Highway 57 meeting included discussion on widening sidewalks, bump-outs are a lot less pronounced, and discussion items are a give-and-take between the Minnesota Department of Transportation and the City of Mantorville. It's all coming along nicely.
- 3) Mayor Bradford attended the Coalition of Governments (COG) breakfast meeting, which meets twice a year.

- 4) When taking the banner down, the hydraulic fluid in the boom truck leaked. Joe Adams was up in the boom when it lost pressure, and it stopped against the Saloon wall. Councilmember Ingalls suggested we get an estimate to fix it. Mayor Bradford said we need to get rid of it because it is unsafe and will cost too much to repair.

12. Executive Session

There was no Executive Session.

13. Adjourn

Motion was made by Councilmember Keller and seconded by Councilmember Hoaglund to adjourn the meeting at 8:33 p.m.

Vote: 5 ayes / 0 nays. Meeting adjourned.

Respectfully Submitted,



Shirley R. Buecksler
City Clerk-Treasurer