



Trail to the Past. Road to the Future.

CITY COUNCIL MEETING
MUNICIPAL COUNCIL CHAMBERS
21 5TH STREET E, MANTORVILLE, MN 55955
MONDAY, MAY 23, 2022
6:30 PM

1. Call to Order

2. Pledge of Allegiance

3. Changes to Agenda

4. Consent Agenda

- A. Accounts Payable Claims List for May 23, 2022
- B. Resolution No. 2022-21 Proclaiming “No Mow May” in the City of Mantorville
- C. Dodge County Board of Commissioners Meeting Minutes of April 26, 2022
- D. Insurance Renewal for City of Mantorville, 2022-2023
- E. Off-Site Gambling Permit for Mantorville Restoration Association, June 26, 2022 – Resolution No. 2022-22
- F. Raffle Permit for Mantorville Fire Department Relief Association, September 11, 2022 – Resolution No. 2022-23
- G. Temporary On-Sale Liquor License for Mantorville Fire Department, September 10-11, 2022 – Resolution No. 2022-24
- H. Appointment of Additional Election Judges for 2022 Election Cycle – Resolution No. 2022-25

5. Proclamations, Presentations and Recognitions - None

6. Public Concerns

Individuals may address the City Council about any item not included on the regular agenda. Speakers are requested to come to the podium and state their name and address for the Clerk's record. Generally, the City Council will not take official action on items discussed at this time but may, typically, refer the matter to Staff for a future report or direct that the matter be scheduled on an upcoming agenda.

7. Public Hearing(s) - None

8. Public Safety Update - None

9. Old Business/New Business

- A. Designating the Assistant City Clerk to Serve as Deputy City Clerk – Resolution No. 2022-20
- B. 2022 Street Improvements

10. Tabled Items – *These are items that the Council has previously discussed and voted to table, take action on, or continue discussion of at a later date. These items may be brought back by the Council for discussion at any future meeting. - None*

11. 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 Reports
- F. Mayor's Report

12. Executive Session – None**13. Adjourn**

Coming up in Mantorville:		
<i>May through June</i>	<i>High School Senior Photo Display</i>	
<i>May 24, 2022</i>	<i>SPECIAL ELECTION – No Government Meetings May Be Held Between 6:00pm and 8:00pm on Any Election Day</i>	
<i>May 30, 2022</i>	<i>City Offices Closed for Memorial Day Holiday</i>	
<i>May 31, 2022</i>	<i>6:30 pm</i>	<i>Parks & Recreation Committee Meeting</i>
<i>June 1, 2022</i>	<i>6:30 pm Training 8:30 pm Members Meeting</i>	<i>Mantorville Fire Department General Meeting</i>
<i>June 7, 2022</i>	<i>6:30 pm</i>	<i>Economic Development Authority Meeting</i>
<i>June 13, 2022</i>	<i>6:30 pm</i>	<i>Regular City Council Meeting</i>
<i>June 25-26, 2022</i>	<i>Stage Coach Days</i>	
<i>June 27, 2022</i>	<i>6:30 pm</i>	<i>Regular City Council Meeting</i>
<i>June 28, 2022</i>	<i>6:30 pm</i>	<i>Parks & Recreation Committee Meeting</i>
<i>Members of the City Council may be in attendance at all meetings and community events in Mantorville</i>		

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Payments

Current Period: May 2022

Payments Batch AP 05.23.22

\$21,495.41

Refer	0	AFLAC	-		
Cash Payment	G	101-21710 AFLAC	P8873		\$33.12
Invoice	310973	5/23/2022			
Transaction Date	5/17/2022	Citizens State Bank	10100	Total	\$33.12
Refer	0	DODGE COUNTY INDEPENDENT	-		
Cash Payment	E	101-41110-352 Publishing	Legal Advertising		\$207.47
Invoice	13957	5/23/2022			
Transaction Date	5/17/2022	Citizens State Bank	10100	Total	\$207.47
Refer	0	FURTHER	Ck# 005683 5/23/2022		
Cash Payment	G	101-21714 Health Savings Account	ER Contrib		\$174.99
Invoice		5/23/2022			
Cash Payment	G	101-21714 Health Savings Account	EE Contrib		\$50.00
Invoice		5/23/2022			
Transaction Date	5/17/2022	Citizens State Bank	10100	Total	\$224.99
Refer	0	HOAGLUND, CHRIS	5/23/2022		
Cash Payment	E	603-45183-440 Refunds and Reimburse	Camping Refund for July & August		\$1,680.00
Invoice		5/23/2022			
Transaction Date	5/17/2022	Citizens State Bank	10100	Total	\$1,680.00
Refer	0	INTERNAL REVENUE SERVICE	Ck# 005684 5/23/2022		
Cash Payment	G	101-21703 FICA Tax Withholding	Taxes eft #270252630156991		\$466.81
Invoice		5/23/2022			
Cash Payment	G	101-21709 Medicare	Taxes eft #270252630156991		\$109.17
Invoice		5/23/2022			
Cash Payment	G	101-21701 Federal Withholding	Taxes eft #270252630156991		\$584.77
Invoice		5/23/2022			
Transaction Date	5/17/2022	Citizens State Bank	10100	Total	\$1,160.75
Refer	0	KASSON LASER GRAPHICS	-		
Cash Payment	E	101-41500-437 Other Miscellaneous	Name Plate		\$20.00
Invoice	9761	5/23/2022			
Transaction Date	5/17/2022	Citizens State Bank	10100	Total	\$20.00
Refer	0	MINNESOTA ENERGY	-		
Cash Payment	E	101-41940-380 Utility Services	4016467-5 STREETS		\$979.87
Invoice	4134427254	5/23/2022			
Cash Payment	E	101-41940-380 Utility Services	4300149-4 STREETS		\$606.34
Invoice	4134427254	5/23/2022			
Cash Payment	E	101-41940-380 Utility Services	4028156-0 STREETS		\$404.32
Invoice	4134427254	5/23/2022			
Cash Payment	E	101-42200-380 Utility Services	4229566-7 FIRE DEPT		\$998.36
Invoice	4134427254	5/23/2022			
Cash Payment	E	602-49450-380 Utility Services	4299022-6 WWTP		\$338.28
Invoice	4134427254	5/23/2022			
Transaction Date	5/17/2022	Citizens State Bank	10100	Total	\$3,327.17
Refer	0	MINNESOTA REVENUE	Ck# 005685 5/17/2022		
Cash Payment	G	101-21702 State Withholding	Withholding Tax Acct ID#5412010		\$349.50
Invoice		5/23/2022			

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Payments

Current Period: May 2022

Transaction Date	5/17/2022	Citizens State Bank	10100	Total	\$349.50
Refer	0 PERA	Ck# 005686	5/23/2022		
Cash Payment	G 101-21704 PERA	ID #608900			\$1,138.78
Invoice	5/23/2022				
Transaction Date	5/17/2022	Citizens State Bank	10100	Total	\$1,138.78
Refer	0 NAPA	-			
Cash Payment	E 101-45200-404 Repairs/Maint Machinery	Blister Pak Capsules			\$12.49
Invoice 434891	5/23/2022				
Cash Payment		Blister Pak Capsules			\$0.00
Invoice 434891	5/23/2022				
Transaction Date	5/17/2022	Citizens State Bank	10100	Total	\$12.49
Refer	0 ON SITE COMPUTERS, INC	-			
Cash Payment	E 101-41500-300 Professional Svcs (GENE Acct #080				\$233.00
Invoice CW79570	5/23/2022				
Cash Payment	E 601-49400-300 Professional Svcs (GENE Acct #080				\$12.00
Invoice CW79570	5/23/2022				
Transaction Date	5/17/2022	Citizens State Bank	10100	Total	\$245.00
Refer	0 OPG-3, INC.	-			
Cash Payment	E 101-41500-300 Professional Svcs (GENE Cloud Labor				\$1,940.00
Invoice 5743	5/23/2022				
Transaction Date	5/17/2022	Citizens State Bank	10100	Total	\$1,940.00
Refer	0 QUILL	-			
Cash Payment	E 101-41500-200 Supplies	Notary Seal			\$6.93
Invoice 05/05/2022	5/23/2022				
Cash Payment	E 101-42200-217 Other Operating Supplie	Toner			\$126.34
Invoice 05/05/2022	5/23/2022				
Cash Payment	E 101-41500-200 Supplies	Paper Tray			\$33.99
Invoice 04/26/2022	5/23/2022				
Cash Payment	E 101-41500-200 Supplies	Post Its			\$4.99
Invoice 04/26/2022	5/23/2022				
Transaction Date	5/17/2022	Citizens State Bank	10100	Total	\$172.25
Refer	0 DODGE COUNTY TRANSFER STAT	-			
Cash Payment	E 101-43100-224 Street Maint Materials	MSW Public/Taxabl			\$58.05
Invoice 00153605	5/23/2022				
Cash Payment	E 101-43100-224 Street Maint Materials	MSW Hauler/ Non Ta			\$46.60
Invoice 00153446	5/23/2022				
Cash Payment	E 101-43100-224 Street Maint Materials	MSW Public/ Taxabl			\$49.45
Invoice 00153612	5/23/2022				
Cash Payment	E 101-41940-220 Bldg.Repair and Mainten	Demo \$ Amount			\$5.00
Invoice 00153642	5/23/2022				
Transaction Date	5/17/2022	Citizens State Bank	10100	Total	\$159.10
Refer	0 MENARDS - NORTH ROCHESTER	-			
Cash Payment	E 101-43100-224 Street Maint Materials	Acct # 33140256			\$37.24
Invoice	5/23/2022				
Transaction Date	5/17/2022	Citizens State Bank	10100	Total	\$37.24
Refer	0 HEROLD FLAGS	-			

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Payments

Current Period: May 2022

Cash Payment	E 101-41940-220 Bldg.Repair and Mainten	22022-05-11				\$70.50
Invoice	15481	5/23/2022				
Transaction Date	5/17/2022	Citizens State Bank	10100	Total		\$70.50
Refer	0 SL CONTRACTING, INC	-				
Cash Payment	E 101-43100-570 Capital Outlay	City Sweeping				\$1,900.00
Invoice	14013	5/23/2022				
Transaction Date	5/17/2022	Citizens State Bank	10100	Total		\$1,900.00
Refer	0 PROCRETE	-				
Cash Payment	E 101-45200-500 Capital Outlay	Concrete Pads & Sidewalk				\$2,900.00
Invoice	0000002	5/23/2022				
Transaction Date	5/17/2022	Citizens State Bank	10100	Total		\$2,900.00
Refer	0 JOEL THIELE TRUCKING	-				
Cash Payment	E 101-45200-500 Capital Outlay	Rock				\$2,575.05
Invoice	12382	5/23/2022				
Transaction Date	5/17/2022	Citizens State Bank	10100	Total		\$2,575.05
Refer	0 FURTHER	Ck# 005688 5/23/2022				
Cash Payment	G 101-21714 Health Savings Account	EE/ER HAS CONTRIBUTIONS				\$224.99
Invoice		5/23/2022				
Transaction Date	5/18/2022	Citizens State Bank	10100	Total		\$224.99
Refer	0 INTERNAL REVENUE SERVICE	Ck# 005689 5/23/2022				
Cash Payment	G 101-21703 FICA Tax Withholding	SOCIAL SECURITY				\$548.05
Invoice	5/17/22	5/23/2022				
Cash Payment	G 101-21709 Medicare	MEDICARE				\$128.18
Invoice	5/17/22	5/23/2022				
Cash Payment	G 101-21701 Federal Withholding	FEDERAL WITHHOLDING TAX				\$686.48
Invoice	5/17/22	5/23/2022				
Transaction Date	5/18/2022	Citizens State Bank	10100	Total		\$1,362.71
Refer	0 MINNESOTA REVENUE	Ck# 005690 5/23/2022				
Cash Payment	G 101-21702 State Withholding	STATE TAX WITHHOLDING				\$419.26
Invoice	5/17/22	5/23/2022				
Transaction Date	5/18/2022	Citizens State Bank	10100	Total		\$419.26
Refer	0 MN PERA	Ck# 005691 5/23/2022				
Cash Payment	G 101-21704 PERA	EE/ER CONTRIBUTIONS				\$1,335.04
Invoice	5/17/22	5/23/2022				
Transaction Date	5/18/2022	Citizens State Bank	10100	Total		\$1,335.04

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Payments

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Current Period: May 2022

Fund Summary

	10100 Citizens State Bank	
		\$0.00
101 GENERAL FUND		\$19,465.13
601 WATER FUND		\$12.00
602 SEWER FUND		\$338.28
603 RV PARK		\$1,680.00
		\$21,495.41

Pre-Written Checks	\$6,216.02
Checks to be Generated by the Computer	\$15,279.39
Total	\$21,495.41

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Payments

Current Period: May 2022

Payments Batch FA 05.10.22 \$122.79

Refer 0 MIDWEST SIGNTECH OF ROCHES

Cash Payment E 101-41940-417 Uniforms Wade's Clothing \$122.79

Invoice 16465 5/10/2022

Transaction Date 5/10/2022 Citizens State Bank 10100 Total \$122.79

Fund Summary

	10100 Citizens State Bank	
101 GENERAL FUND	\$122.79	
	<u>\$122.79</u>	

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$122.79
Total	<u>\$122.79</u>

Payments

Current Period: May 2022

Payments Batch AP 05.12.22					\$120.00
Refer	0 OFFICE OF THE SECRETARY OF S _				
Cash Payment	E 101-41500-200 Supplies	GRETCHEN NOTARY APPLICATION			\$120.00
Invoice	5/12/2022				
Transaction Date	5/12/2022	Citizens State Bank	10100	Total	\$120.00

Fund Summary

	10100 Citizens State Bank	
101 GENERAL FUND		\$120.00
		\$120.00

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$120.00
Total	\$120.00

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION 2022-21

A RESOLUTION PROCLAIMING NO MOW MAY IN THE CITY OF MANTORVILLE

WHEREAS, insects, especially bees, serve a significant and critical role as pollinators of plants, including agricultural plants; and

WHEREAS, the ideal pollinator-friendly habitat is one comprised of mostly native wildflowers, grasses, vines, shrubs, and trees blooming in succession throughout the growing season; and

WHEREAS, the formative period for establishment of pollinator and other insect species, and the many songbirds and other urban wildlife species that depend upon them, occurs in late spring and early summer as they emerge from dormancy and require flowering plants as crucial foraging habitat; and

WHEREAS, “No Mow May” is a community science initiative that encourages property owners to limit lawn mowing practices during the month of May, in order to provide early season foraging resources for pollinators that emerge in the spring, especially in urban landscapes when few floral resources are available; and

WHEREAS, the City of Mantorville would like to encourage interested residents to increase pollinator-friendly habitat by encouraging pollinator-friendly lawn care practices on their own properties for the month of May during this formative period.

NOW, THEREFORE, BE IT RESOLVED that the Mantorville Mayor and City Council recognizes “No Mow May” to actively promote and educate the community about the critical period of pollinator emergence, generation of crucial pollinator-supporting habitat and early spring foraging opportunities.

BE IT FURTHER RESOLVED, that the Mantorville City Council directs staff to not issue correction notices for long grass and weed violations for the month of May, permitting registered residents to voluntarily delay lawn care, allowing pollinator species to emerge and early flowering grasses to establish from May 1 to May 31, 2022, while continuing to enforce the Minnesota State Mandate regarding the management of noxious weeds and continue enforcement of Mantorville City Code requirements for any properties not registered for “No Mow May.”

Adopted by the City Council of the City of Mantorville, Minnesota, this 23rd day of May 2022.

ATTEST:

Chuck Bradford, Mayor

Shirley R Buecksler, City Clerk-Treasurer

**UNAPPROVED MINUTES OF THE
DODGE COUNTY BOARD OF COMMISSIONERS
COMMITTEE OF THE WHOLE MEETING HELD
APRIL 26, 2022**

Convene Committee of the Whole Meeting

The Dodge County Commissioners met in Committee of the Whole April 26, 2022, in the County Board Room at the Dodge County Government Services Building, Mantorville, MN, at 4:50 p.m. Chair Tim Tjosaas opened the meeting at 4:50 p.m.

Call to Order

Attendee Name	Title	Status	Arrived
John Allen	District 1	Present	4:50 PM
Tim Tjosaas	District 2	Present	4:50 PM
Rodney Peterson	District 3	Present	4:50 PM
Rhonda Toquam	District 4	Present	4:50 PM
David Kenworthy	District 5	Present	4:50 PM

Also present:

Jim Elmquist	County Administrator
Becky Lubahn	Deputy Clerk
Paul Kiltinen	County Attorney

Lauren Cornelius, Environmental Services Director

Dwelling to Shed Conversion Discussion

Ms. Cornelius informed the Board that Environmental Services has recently received a request for a dwelling to shed conversion. This is outside of the typical request so Environmental Services is bringing it to the Board for discussion. The Environmental Services Director reported if Dodge County were to allow this type of permitted conversion, there would need to be criteria placed on what the structure should look like, both inside and outside, to meet the definition of a shed. The following are some questions to consider if the county decides to allow dwelling to shed conversions:

- The County does not enforce building code so how would we enforce structural change requirements.
- What prevents the applicant or home owner from reconvertng the “shed” back into a dwelling without notifying the County, resulting in multiple dwellings on a property, which in turn could result in septic issues.
- If the dwelling is in enough disrepair that it cannot be fixed up to be used as a dwelling do we really want it to stay on the property under a different use?

Commissioner Peterson commented, why don't we call it something else beside a shed?

The Environmental Services Director wanted to know what the Board would like to call it. Ms. Cornelius stated they would need to decide what this new use looks like, how they would want to proceed and how enforcement would be handled if they decide to allow the conversion.

Commissioner Kenworthy stated its an old house that the owner wants to convert into a shouse for personal use, not a business.

Dennis Timm, the property owner, was available to comment on the request.

Ms. Cornelius wanted to know what kind of criteria the Board would want to put on this request. The Environmental Services Director noted they would also need to take into consideration the structural integrity of the building.

Commissioner Tjosaas reported at his job with Compeer Financial there are requirements that they need to follow in order to finance a property like this, they would also require their applicants to gut the structure and remove the plumbing and heating, the electrical could however stay.

Ms. Cornelius expressed concern with the calls that her office will receive if this request is approved without specifying enforcement requirements.

Commissioner Kenworthy stated he thinks there is a way to do this but the county would have to come up with some rules.

The Environmental Services Director reported they allow Limited Rural Business Agreements which would allow a second dwelling on the property.

Commissioner Tjosaas discussed finding a way that would allow them to easily track and verify compliance with requests of this nature.

Commissioner Kenworthy noted a Limited Rural Business Agreement would allow the use but wouldn't require the owner to have a business. Mr. Kenworthy reported this is just an option that would be available to the property owner under this type of agreement.

Ms. Cornelius stated a Limited Rural Business Agreement would allow the county to put conditions on requests like this.

Commissioner Allen felt the Limited Rural Business Agreement would be the best way to move forward with the request.

Commissioner Kenworthy reiterated this is a way to allow the use but the property owner wouldn't have to use the structure as a business.

The Environmental Services Director stated the other way they could handle this request would be rezoning the property which would require a considerable amount of additional research and work from Environmental Services staff.

Commissioner Kenworthy suggested that they look at these requests on a case by case basis.

Ms. Cornelius wanted to know if this is something the county may want to look at in the future.

Commissioner Tjosaas reported if the county receives more requests in the future they want to look into this a little further.

The Board thanked the Environmental Services Director for the information.

The Chair adjourned the meeting at 5:00 p.m.



City Council Report

To: Mayor and Council
From: Shirley Buecksler, City Clerk-Treasurer
Date: May 23, 2022

2022-2023 Insurance Premium Summary

BACKGROUND INFORMATION:

Enclosed for Council review is the City's insurance premium summary for 2022-2023 under the League of Minnesota Cities Insurance Trust. As you can see by the enclosed Premium Summary, the City's rates for the 2022-2023 coverage period have been reduced by \$3,120.00 overall.

For reference, an article from the League of Minnesota Cities on premium rates is also enclosed.

Staff Recommendation:

For Council review only.

CITY OF MANTORVILLE

2022 / 2023
Premium Summary

<i>Description Of Coverage</i>	<i>2021 / 2022 Premium</i>	<i>2022 / 2023 Premium</i>
Property	\$ 11,126.00	\$ 9,536.00
Mobile Property	\$ 779.00	\$ 621.00
Municipal Liability	\$ 5,060.00	\$ 4,578.00
Bond	\$ 484.00	\$ 484.00
Automobile	\$ 2,425.00	\$ 2,588.00
Equipment Breakdown	\$ 788.00	\$ 838.00
Workers' Compensaion	\$ 20,414.00	\$ 18,321.00
Excess Liability	\$ 2,189.00	\$ 2,208.00
First Party Cyber	\$ Included	\$ 971.00
Total Estimated Annual Premium	\$ 43,265.00	\$ 40,145.00
Premium Difference		\$ - 3,120.00

COMMENTS

- Auto Liability/Auto Physical Damage premium is up due to rate changes that apply to certain types of auto classifications along with some additions.
- Equipment Breakdown premium is up as this is tied to the manual premium for property.
- Excess Liability premium is up due to a 9% rate increase and changes in exposures.
- First-Party Cyber is now on standalone coverage – previously coverage/premium was baked into the property coverage/premium.
- Liability Experience Mod: 0.900 – 10% decrease from last year which was 1.00.
- Auto Experience Mod: 0.950 – no change from last year.
- Workers' Compensation premium is down due to payroll & rate changes.
- The Workers' Compensation experience mod increased from 1.39 to 1.40.



2021-2022 Premium Rates

The Trust's Board of Trustees evaluates loss projections every year to ensure premium rates are adequately set to respond to future claims experienced by Minnesota cities. Here is information about premium rates going into effect for property/casualty coverages renewing on or after Nov. 15, 2021, and for workers' compensation coverages renewing on or after Jan. 1, 2022.

Property/casualty rates

What does property/casualty coverage include?

The Trust's coverage is tailored specifically for Minnesota cities, and it's generally broader than commercial policies. It includes coverage for things like loss or damage to city buildings, liability claims resulting from actions or incidents involving city staff or elected officials, land use, sewer back-up liability, auto liability and auto physical damage, and cyber-related claims.

How does the Trust set rates?

Rates are set at a level to generate enough premium to cover 1) projected administrative expenses for the program; 2) expected claim costs for the year based on actuaries' calculations; and 3) a contingency margin to protect the Trust and its members from the possibility that losses will be higher than expected.

What do property/casualty rates look like for 2022?

Property/casualty rates will decrease by an average rate of 1.5% for 2022. However, each member will be impacted differently, with some members seeing a higher rate increase and others a lower rate increase or decrease for the following reasons (members and agents can contact their underwriter for details that are member-specific).

Property rates will decrease 7% on average, but overall rates have been restructured for specific buildings types (see "other variables" below) so that rates align with the risk that certain building types present. This means that rates for some building types will increase and for others, rates will decrease. Each members' actual rate change will depend on its particular mix of covered property.

Property types with biggest rate increases include general civic buildings like city halls, fire stations, community centers, police stations, and water, sewer, and electric utility property; while biggest decreases include park property and property in the open (property in the open is items like benches, picnic tables, statues, playgrounds, sports apparatus, etc.). Members with a mix of property that proportionately matches the program as a whole will not be impacted much, as increases and decreases for property types will largely offset each other.

Other changes:

- There will be a new premium charge for first-party cyber coverage. It's important to note we formerly funded for first-party cyber coverage costs implicitly through property premiums, and part of the reason we're able to decrease property rates by so much is because we're no longer funding for first-party cyber coverage costs through property premiums.
- Land use litigation and sewer backup rates will decrease 3%.
- Excess liability rates will increase 9%.

What about other variables?

Members should note their premiums will be affected by other individual factors such as changes in expenditures, property values, payroll, experience ratings, and others. Contact the Trust's underwriting specialists for questions about your specific rates.

Workers' compensation rates

What is workers' compensation coverage?

Workers' compensation provides coverage for members that have employees who are injured while in the course and scope of employment.

What are the rate changes for 2022?

As was the case last year, public safety post-traumatic stress disorder (PTSD) claims have had significant cost implications, resulting in an average rate increase of 10% for the coming year.

Additionally, the Trust will make job class rate relativity adjustments, which means rates for some job classes will increase and for others the rate will decrease. Individual members' premiums will be impacted differently depending on the particular mix of payroll by job class.

Here's a look at the specific rate changes by job class:

Rate Relativity Adjustments Effective Jan. 1, 2022 This table details 2022 class rate changes for the bulk of city payrolls. Most job class rates are shown per \$100 of payroll. Rates for volunteer firefighters are shown per 100 of population.				
Class Code	Description	2021 Rates	2022 Rates	Rate change
7380	Ambulance	\$ 6.16	\$ 6.44	4%
7381	Ambulance: volunteer	\$ 12.04	\$ 10.83	-10%
9015	Building maintenance	\$ 7.77	\$ 7.32	-6%
9182	City arena operations	\$ 3.83	\$ 4.25	11%
8227	City shop & yard	\$ 4.90	\$ 4.41	-10%
8810	Clerical office employees	\$ 0.82	\$ 0.74	-10%
9063	Community centers	\$ 2.87	\$ 2.58	-10%
9411	Elected or appointed officials	\$ 0.56	\$ 0.51	-10%
7539	Electric & steam plant	\$ 3.69	\$ 3.42	-7%
7706	Firefighters	\$ 9.09	\$ 10.77	18%
7716	Firefighters: non-smoking	\$ 8.18	\$ 9.69	18%
7708	Firefighters: volunteer	\$ 265.55	\$ 265.55	0%
7718	Firefighters: volunteer, non- smoking	\$ 239.00	\$ 239.00	0%
9403	Garbage	\$ 9.95	\$ 8.96	-10%
7502	Gas company	\$ 8.00	\$ 8.07	1%
9060	Golf course	\$ 1.34	\$ 1.74	30%
9033	Housing authority	\$ 3.07	\$ 3.99	30%
9410	Municipal employee	\$ 0.71	\$ 0.92	30%
8017	Off sale liquor store	\$ 4.57	\$ 4.11	-10%
9084	On sale liquor store	\$ 3.50	\$ 4.28	22%
9102	Parks	\$ 6.31	\$ 7.68	22%
7720	Police	\$ 8.28	\$ 10.76	30%
7722	Police reserves	\$ 3.02	\$ 3.77	25%
7723	Police reserves: non-smoking	\$ 2.72	\$ 3.39	25%
7721	Police: non-smoking	\$ 7.45	\$ 9.68	30%
7580	Sewage disposal plant	\$ 5.25	\$ 4.73	-10%
5506	Street construction	\$ 10.42	\$ 9.37	-10%
7520	Waterworks	\$ 4.38	\$ 3.95	-10%

Members and agents can contact their underwriter for member-specific details.

What about other variables?

Individual member premiums for the workers' compensation program will also be affected by other factors like changes in member expenditures, payrolls, experience rating, and other exposure measures.

What role does PTSD play in workers' compensation rate increases?

Since PTSD claims first became compensable in 2013, they have risen to a point where they're currently projected to make up about 37% of the Trust's annual workers' compensation claim costs, with most of that arising from police claims. The majority of PTSD costs are attributable to covering lost wages for employees who do not return to work after their diagnosis.

What is the Trust doing to address PTSD costs?

The Trust understands pressures on city budgets faced with rising premium rates. The Trust and its members have taken a leading role — along with public safety professional

organizations, other local government insurance pools across the country, and other significant stakeholders — to address workers' compensation costs associated with PTSD.

The Trust's PTSD specialist, hired in 2020, continues to work with Trust staff and external stakeholders on outreach and educational efforts with member cities in an effort to promote PTSD prevention and treatment among public safety personnel. This past year, a Duty Disability Group was formed among stakeholders to work with the League of Minnesota Cities' Intergovernmental Relations team to identify and seek a workable state legislative solution that will involve a PTSD disability funding solution without ties to the state's workers' compensation system. The Trust has also planned a robust public information campaign for 2022 emphasizing that PTSD among first responders is treatable and does not need to be permanently debilitating.

What can members do?

In addition to the financial burden posed on the workers' compensation system, PTSD has a dramatic impact on law enforcement staffing, departmental morale, and the well-being of affected employees and their families, friends, and communities. For tips on preventing, recognizing, and acknowledging PTSD within your city's law enforcement and first responder communities, please visit the Trust's [PTSD and Mental Health Toolkit](#).

The Trust has developed this resource to help our members address issues of PTSD and general mental health. It also addresses topics such as suicide prevention, creating a supportive environment, PTSD treatability, and more. The toolkit also includes a Media Room that shares stories and perspectives from the public safety community related to PTSD and mental health. Understanding and implementing the action steps described in these resources can play significant roles in mitigating costly PTSD claims. Even more important, it will help return injured employees to a full and healthy life.

Your LMC Resource

Underwriters are available to assist with questions about coverages and more.

[Connect with Underwriters](#)

choose "Underwriting" under "Department"

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION 2022-22

**A RESOLUTION APPROVING AN APPLICATION TO CONDUCT OFF-SITE
GAMBLING FOR MANTORVILLE RESTORATION ASSOCIATION,
LOCATED AT RIVERSIDE PARK, MANTORVILLE, MINNESOTA
ON JUNE 26, 2022**

WHEREAS, the Mantorville Restoration Association has submitted an application to the City of Mantorville for City approval to Conduct Off-Site Gambling on June 26, 2022; 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 Off-Site Gambling Permit by the Gambling Control Board to Mantorville Restoration Association for an event to be held on June 26, 2022 at Riverside Park, Mantorville, Minnesota, and hereby waives the 30-day waiting period.

Adopted by the City Council of the City of Mantorville, Minnesota, this 23rd day of May 2022.

ATTEST:

Chuck Bradford, Mayor

Shirley R Buecksler, City Clerk-Treasurer

LG230 Application to Conduct Off-Site Gambling**No Fee****ORGANIZATION INFORMATION**

Organization Name: Mantorville Restoration Association License Number: 01982

Address: PO Box 311 City: Mantorville, MN Zip: 55955

Chief Executive Officer (CEO) Name: Jane Olive Daytime Phone: 507 269 2659

Gambling Manager Name: Susan Ondler Daytime Phone: 507 696 2500

GAMBLING ACTIVITY

Twelve off-site events are allowed each calendar year not to exceed a total of 36 days.

From 06 / 26 / 22 to 06 / 26 / 26

Check the type of games that will be conducted:



Raffle



Pull-Tabs



Bingo



Tipboards



Paddlewheel

GAMBLING PREMISES

Name of location where gambling activity will be conducted: Riverside Park

Street address and
City (or township): 320 North Main st Mantorville Zip: 55955 County: Dodge

- Do not use a post office box.
- If no street address, write in road designations (example: 3 miles east of Hwy. 63 on County Road 42).

Does your organization own the gambling premises?



Yes If yes, a lease is not required.



No If no, the lease agreement below must be completed, and signed by the lessor.

LEASE AGREEMENT FOR OFF-SITE ACTIVITY (a lease agreement is not required for raffles)

Rent to be paid for the leased area: \$ 0 (if none, write "0")

All obligations and agreements between the organization and the lessor are listed below or attached.

- Any attachments must be dated and signed by both the lessor and lessee.
- This lease and any attachments is the total and only agreement between the lessor and the organization conducting lawful gambling activities.
- Other terms, if any:

Lessor's Signature: _____ Date: _____

Print Lessor's Name: _____

CONTINUE TO PAGE 2

LG230 Application to Conduct Off-Site Gambling

6/15 Page 2 of 2

Acknowledgment by Local Unit of Government: Approval by Resolution

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
City Name: <u>City of Mantorville</u>	County Name: _____
Date Approved by City Council: <u>May 23, 2022</u>	Date Approved by County Board: _____
Resolution Number: _____ (If none, attach meeting minutes.)	Resolution Number: _____ (If none, attach meeting minutes.)
Signature of City Personnel: <u>[Signature]</u>	Signature of County Personnel: _____
Title: <u>City Clerk-Treasurer</u> Date Signed: <u>05.18.2022</u>	Title: _____ Date Signed: _____
Local unit of government must sign.	TOWNSHIP NAME: _____
	Complete below only if required by the county. On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)
	Print Township Name: _____
	Signature of Township Officer: _____
	Title: _____ Date Signed: _____

CHIEF EXECUTIVE OFFICER (CEO) ACKNOWLEDGMENT

The person signing this application must be your organization's CEO and have their name on file with the Gambling Control Board. If the CEO has changed and the current CEO has not filed a LG200B Organization Officers Affidavit with the Gambling Control Board, he or she must do so at this time.

I have read this application, and all information is true, accurate, and complete and, if applicable, agree to the lease terms as stated in this application.

[Signature] 4/12/22
 Signature of CEO (must be CEO's signature; designee may not sign) Date

Mail or fax to: Minnesota Gambling Control Board Suite 300 South 1711 West County Road B Roseville, MN 55113 Fax: 651-639-4032	No attachments required. Questions? Contact a Licensing Specialist at 651-539-1900.
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This publication will be made available in alternative format (i.e. large print, braille) upon request.

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 your organization's 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 Department 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.
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**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION 2022-23

**A RESOLUTION APPROVING AN APPLICATION TO CONDUCT A RAFFLE
AT MANTORVILLE FIRE DEPARTMENT, 21 5TH STREET EAST,
MANTORVILLE, MINNESOTA –
MANTORVILLE FIRE DEPARTMENT RELIEF ASSOCIATION
SEPTEMBER 11, 2022**

WHEREAS, the Mantorville Fire Department Relief Association has submitted an application to the City of Mantorville for approval to conduct a raffle on September 11, 2022; 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 (Raffle) by the Gambling Control Board to Mantorville Fire Department Relief Association, for an event to be held on September 11, 2022 at Mantorville Fire Department, 21 5th Street East, Mantorville, Minnesota, and hereby waives the 30-day waiting period.

Adopted by the City Council of the City of Mantorville, Minnesota, this 23rd day of May 2022.

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: Mantorville Fire Department Relief Previous Gambling Permit Number: X- 05638
 Minnesota Tax ID Number, if any: 3305044 Federal Employer ID Number (FEIN), if any: 41-1437189
 Mailing Address: 15TH ST E
 City: Mantorville State: MN Zip: 55955 County: Dodge
 Name of Chief Executive Officer (CEO): David Gilbertson
 CEO Daytime Phone: 507-273-6528 CEO Email: mnfire14@gmail.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 Fire Department

Physical Address (do not use P.O. box): 15TH ST E

Check one:

☒ City: Mantorville Zip: 55955 County: Dodge
☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): September 11 2022

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.

LG220 Application for Exempt Permit

4/22
Page 2 of 4

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: City of Mantorville

Signature of City Personnel:

Shirley Breckner
Title: City Clerk-Treasurer Date: 05.11.2022

**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: 5-10-2022
(Signature must be CEO's signature; designee may not sign)

Print Name: DAVID Gilbertson

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

Business Record Details »

Minnesota Business Name

THE MANTORVILLE FIRE DEPARTMENT RELIEF ASSOCIATION**Business Type**

Nonprofit Corporation (Domestic)

MN Statute

317A

File Number

U-1066

Home Jurisdiction

Minnesota

Filing Date

06/01/1982

Status

Active / In Good Standing

Renewal Due Date

12/31/2022

Registered Office Address21 E 5th Str
Mantorville, MN 55955-0355
USA**Number of Shares**

NONE

Registered Agent(s)

(Optional) Currently No Agent

PresidentDavid Worstman
PO Box 355
21 5th Street East
Mantorville, MN 55955
USA**Comments**

Fire Fighter

Filing History**Filing History**

Select the item(s) you would like to order: Order Selected Copies

☐ Filing Date Filing Effective Date

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION 2022-24

**A RESOLUTION APPROVING AN APPLICATION AND PERMIT FOR
A 1 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE,
MANTORVILLE FIRE DEPARTMENT, 21 5TH STREET EAST,
MANTORVILLE, MINNESOTA –
SEPTEMBER 10-11, 2022**

WHEREAS, the Mantorville Fire Department Relief Association has submitted an Application and Permit for a Temporary On-Sale Liquor License to the City of Mantorville for September 10 to 11, 2022; and

WHEREAS, said application will be forwarded to Minnesota Alcohol and Gambling Enforcement Division for approval.

NOW, THEREFORE, BE IT RESOLVED that the Mantorville City Council hereby concurs with the issuance of an Application and Permit for a Temporary On-Sale Liquor License for September 10 to 11, 2022 at Mantorville Fire Department, 21 5th Street East, Mantorville, Minnesota.

Adopted by the City Council of the City of Mantorville, Minnesota, this 23rd day of May 2022.

ATTEST:

Chuck Bradford, Mayor

Shirley R Buecksler, City Clerk-Treasurer



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 Fax 651-297-5259 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization Mantorville Fire Dept		Date organized 9-10-2022	Tax exempt number 3305044
Organization Address 21 5TH ST E	City Mantorville	State MN	Zip Code 55955
Name of person making application DAVID GILBERTSON		Business phone 507-273-6528	Home phone 507-273-6528
Date(s) of event 9-10-2022 - 9-11-2022	Type of organization ☐ Microdistillery ☐ Small Brewer ☐ Club ☐ Charitable ☐ Religious ☒ Other non-profit		
Organization officer's name DAVID GILBERTSON	City Mantorville	State MN	Zip Code 55955
Organization officer's name Kyle Johnson	City Mantorville	State MN	Zip Code 55955
Organization officer's name	City	State	Zip Code

Location where permit will be used. If an outdoor area, describe.

Mantorville Fire
21 5TH ST E Street Dance

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

Westchester 1,000,000 / 2,000,000

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City of Mantorville
City or County approving the license

Date Approved

Fee Amount

Permit Date

Date Fee Paid

Shirley@Mantorville.com
City or County E-mail Address

507. 635. 5116
City or County Phone Number

Shirley R Buecksler, City Clerk-Treasurer
Signature City Clerk or County Official

Shirley R Buecksler, City Clerk-Treasurer
Please Print Name of City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION 2022-25

**A RESOLUTION APPROVING THE APPOINTMENT OF ADDITIONAL
ELECTION JUDGES FOR THE
2022 SPECIAL ELECTION, PRIMARY AND GENERAL ELECTION**

WHEREAS, pursuant to Minnesota Statute 204B.21 Subd. 2, the City Council must appoint Election Judges to serve in upcoming elections at least 25 days prior to the election, with the exception of appointing additional Election Judges within the 25 days before the election if it is determined that additional Election Judges will be required; and

WHEREAS, elections to be held in the City of Mantorville, County of Dodge, State of Minnesota, include the Special Election scheduled for May 24, 2022, the State Primary scheduled for August 9, 2022, and the General Election scheduled for November 8, 2022; and

WHEREAS, the City of Mantorville is in need of additional Election Judges.

NOW, THEREFORE, BE IT RESOLVED, that the Mantorville City Council appoints the persons listed below to the position of Election Judge to serve at any and all elections in the capacity given by the City Clerk and conducted by the City of Mantorville, subject to change as needed in order to maintain major political party balance, pursuant to Minnesota Statute 204B.19 Subd. 5:

City of Mantorville – Municipal Center Council Chambers	
Sara Klein	Election Judge
Nancy Naatz	Election Judge
Leif Erickson	Election Judge

Adopted by the City Council of the City of Mantorville, Minnesota, this 23rd day of May 2022.

ATTEST:

Chuck Bradford
Mayor

Shirley R Buecksler
City Clerk-Treasurer



City Council Report

To: Mayor and Council
From: Shirley Buecksler, City Clerk-Treasurer
Date: May 23, 2022

Designation of Deputy City Clerk

BACKGROUND INFORMATION:

Per Minnesota Statute 412.151, Duties of Clerk, Subd. 1, it is important for the City of Mantorville to designate a Deputy City Clerk to serve in the absence of the City Clerk. A Deputy may discharge any of the duties of the Clerk.

With City Council's approval, I would like to appoint Gretchen Lohrbach as Deputy City Clerk to act as the City Clerk when I am absent, unavailable or otherwise unable to act for any reason. As Deputy City Clerk, Gretchen shall have the duty to execute, attest, acknowledge, and affix the City seal (as required) on all documents required by law or ordinance.

Staff Recommendation:

By motion, approve the appointment of Gretchen Lohrbach as Deputy City Clerk, effective immediately.

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION 2022-20

**A RESOLUTION DESIGNATING THE ASSISTANT CITY CLERK
TO SERVE AS DEPUTY CITY CLERK**

WHEREAS, per Minnesota Statute 412.151, Duties of Clerk, Subd. 1., with the consent of the City Council, the City Clerk (“Clerk”) may appoint a Deputy City Clerk (“Deputy”) for whose acts the Clerk shall be responsible and whom the Clerk may remove at pleasure; and

WHEREAS, in the case of the Clerk’s absence from the City or disability, the Council may appoint a Deputy Clerk, if there is none, to serve during such absence or disability; and

WHEREAS, the Deputy shall act as the Clerk when the Clerk is absent, unavailable, or otherwise unable to act for any reason; and

WHEREAS, the Deputy shall have the duty to execute, attest, and acknowledge all documents required by law or ordinance to be attested to and formalized by the Clerk and affix the seal of the City thereto. In signing documents, the Deputy shall affix the name of the Clerk, followed by the word “by” and the Deputy’s own signature and title.

NOW, THEREFORE, BE IT RESOLVED that the Mantorville City Council hereby appoints Assistant City Clerk Gretchen Lohrbach to serve as Deputy City Clerk for the City of Mantorville effective immediately.

Adopted by the City Council of the City of Mantorville, Minnesota, this 23rd day of May 2022.

ATTEST:

Chuck Bradford, Mayor

Shirley R Buecksler, City Clerk-Treasurer



City Council Report

To: Mayor and Council
From: Shirley Buecksler, City Clerk-Treasurer
Date: May 23, 2022

2022 Street Improvements

BACKGROUND INFORMATION:

City Engineer Tim Hruska will be here to discuss the 2022 Street Improvements.

2022 Street Improvements Mantorville, MN			DeCook Excavating, Inc. 821 Country Club Rd SE Byron, MN 55920		RAW Construction, LLC 17575 Echo Avenue Faribault, MN 55021		Alcon Excavating, Inc. 2258 Marion Road SE Rochester, MN 55904		Snow Contracting, LLC PO Box 004 Byron, MN 55920		SL Contracting, Inc. 2510 Schuster Lane NW Rochester, MN 55901	
ITEM	QUANTITY		UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL
Mobilization	1	LS	\$35,000.00	\$35,000.00	\$22,500.00	\$22,500.00	\$52,000.00	\$52,000.00	\$30,000.00	\$30,000.00	\$55,000.00	\$55,000.00
Remove Bituminous Street Pavement	2,555	SY	\$4.50	\$11,497.50	\$3.00	\$7,665.00	\$5.50	\$14,052.50	\$10.00	\$25,500.00 \$25,550.00	\$5.00	\$12,775.00
Remove Bituminous Driveway Pavement	181	SY	\$4.50	\$814.50	\$4.50	\$814.50	\$3.00	\$543.00	\$10.00	\$1,810.00	\$20.00	\$3,620.00
Remove Concrete Driveway Pavement	72	SY	\$12.00	\$864.00	\$11.00	\$792.00	\$8.15	\$586.80	\$10.00	\$720.00	\$20.00	\$1,440.00
Remove Concrete Walk	5	SY	\$12.00	\$60.00	\$80.00	\$400.00	\$50.00	\$250.00	\$10.00	\$50.00	\$50.00	\$250.00
Remove Watermain	564	LF	\$8.00	\$4,512.00	\$1.50	\$846.00	\$8.26	\$4,658.64	\$6.00	\$3,384.00	\$10.00	\$5,640.00
Adjust Gate Valve Box	1	Each	\$400.00	\$400.00	\$225.00	\$225.00	\$250.00	\$250.00	\$350.00	\$350.00	\$300.00	\$300.00
Adjust Manhole	1	Each	\$450.00	\$450.00	\$455.00	\$455.00	\$1,215.00	\$1,215.00	\$525.00	\$525.00	\$1,400.00	\$1,400.00
Excavation - Common	815	CY	\$18.00	\$14,670.00	\$18.00	\$14,670.00	\$17.00	\$13,855.00	\$12.00	\$9,780.00	\$14.00	\$11,410.00
Ditch Shaping	425	LF	\$10.00	\$4,250.00	\$10.00	\$4,250.00	\$9.15	\$3,888.75	\$17.00	\$7,225.00	\$10.00	\$4,250.00
6" Concrete Driveway	74	SY	\$78.00	\$5,772.00	\$92.00	\$6,808.00	\$83.85	\$6,204.90	\$120.00	\$8,880.00	\$60.00	\$4,440.00
6" Aggregate Driveway	40	SY	\$30.00	\$1,200.00	\$10.00	\$400.00	\$21.10	\$844.00	\$29.00	\$1,160.00	\$40.00	\$1,600.00
3" Bituminous Driveway	396	SY	\$34.00	\$13,464.00	\$42.00	\$16,632.00	\$41.90	\$16,592.40	\$17.00	\$6,732.00	\$55.00	\$21,780.00
Subgrade Preparation 12"	11	Sta	\$500.00	\$5,500.00	\$1,360.00	\$14,960.00	\$650.00	\$7,150.00	\$850.00	\$9,350.00	\$450.00	\$4,950.00
Geotextile Fabric Type 5	2,935	SY	\$3.77	\$11,064.95	\$2.75	\$8,071.25	\$3.75	\$11,006.25	\$4.50	\$13,207.50	\$6.00	\$17,610.00
10" Aggregate Base Class 5	2,935	SY	\$11.90	\$34,926.50	\$12.00	\$35,220.00	\$12.65	\$37,127.75	\$29.00	\$85,115.00	\$13.00	\$38,155.00
Type SP 12.5 Wearing Course Mix	604	Ton	\$112.00	\$67,648.00	\$115.00	\$69,460.00	\$104.00	\$62,816.00	\$105.00	\$63,420.00	\$140.00	\$84,560.00
Type SP 12.5 Non Wear Course Mix	604	Ton	\$110.00	\$66,440.00	\$113.00	\$68,252.00	\$101.55	\$61,336.20	\$105.00	\$63,420.00	\$130.00	\$78,520.00
Bituminous Reclamation	3,104	SY	\$2.00	\$6,208.00	\$4.00	\$12,416.00	\$3.75	\$11,640.00	\$2.50	\$7,760.00	\$4.00	\$12,416.00
Bituminous Curb	570	LF	\$21.00	\$11,970.00	\$18.00	\$10,260.00	\$16.80	\$9,576.00	\$18.00	\$10,260.00	\$14.00	\$7,980.00
6" Hydrant	2	Each	\$5,950.00	\$11,900.00	\$6,965.00	\$13,930.00	\$6,016.00	\$12,032.00	\$5,500.00	\$11,000.00	\$6,200.00	\$12,400.00
6" Gate Valve	2	Each	\$2,250.00	\$4,500.00	\$2,420.00	\$4,840.00	\$2,215.00	\$4,430.00	\$2,250.00	\$4,500.00	\$2,900.00	\$5,800.00
F & I 4" PVC Watermain	66	LF	\$42.00	\$2,772.00	\$50.00	\$3,300.00	\$61.10	\$4,032.60	\$70.00	\$4,620.00	\$60.00	\$3,960.00
F & I 6" PVC Watermain	16	LF	\$48.00	\$768.00	\$58.00	\$928.00	\$87.85	\$1,405.60	\$70.00	\$1,120.00	\$70.00	\$1,120.00
F & I 8" PVC Watermain	498	LF	\$68.00	\$33,864.00	\$72.00	\$35,712.00 \$35,856.00	\$60.80	\$30,278.40	\$55.00	\$27,390.00	\$70.00	\$34,860.00
Watermain Fittings	340	Pound	\$12.00	\$4,080.00	\$12.00	\$4,080.00	\$16.45	\$5,593.00	\$12.00	\$4,080.00	\$16.00	\$5,440.00
Temporary Water	1	LS	\$6,000.00	\$6,000.00	\$5,000.00	\$5,000.00	\$1,600.00	\$1,600.00	\$7,500.00	\$7,500.00	\$9,500.00	\$9,500.00
Connect to Existing Watermain	4	Each	\$1,000.00	\$4,000.00	\$1,150.00	\$4,600.00	\$1,085.00	\$4,340.00	\$750.00	\$3,000.00	\$1,200.00	\$4,800.00
1" Water Service	1	Each	\$2,950.00	\$2,950.00	\$3,700.00	\$3,700.00	\$2,132.00	\$2,132.00	\$1,750.00	\$1,750.00	\$3,500.00	\$3,500.00
F & I 12" CMP, Class III	37	LF	\$68.00	\$2,516.00	\$63.00	\$2,331.00	\$52.30	\$1,935.10	\$60.00	\$2,220.00	\$65.00	\$2,405.00
Remove CMP	36	LF	\$50.00	\$1,800.00	\$12.00	\$432.00	\$8.90	\$320.40	\$10.00	\$360.00	\$20.00	\$720.00
Traffic Control	1	LS	\$2,000.00	\$2,000.00	\$2,150.00	\$2,150.00	\$1,930.00	\$1,930.00	\$7,500.00	\$7,500.00	\$4,500.00	\$4,500.00
Topsoil Borrow	217	CY	\$25.00	\$5,425.00	\$23.00	\$4,991.00	\$35.00	\$7,595.00	\$50.00	\$10,850.00	\$10.00	\$2,170.00
Turf Establishment	2,602	SY	\$2.90	\$7,545.80	\$3.50	\$9,107.00	\$1.20	\$3,122.40	\$3.50	\$9,107.00	\$3.00	\$7,806.00
TOTAL BID				\$386,832.25		\$390,197.75 \$390,341.75		\$396,339.69		\$443,645.50 \$443,695.50		\$467,077.00