

**City of Mantorville
City Council Minutes
March 14, 2022**

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 Steve Fairchild
New Firefighter Angel Chacon
Public Works Lead Joe Adams
Public Works Wade Schroeder

2. Pledge of Allegiance

Everyone stood and recited the Pledge of Allegiance.

3. Changes to the Agenda

Council approved the agenda, as presented.

4. Consent Agenda

- A. Accounts Payable Claims List for March 14, 2022
- B. Chamber of Commerce Minutes of March 2, 2022
- C. Dodge County Board of Commissioners Minutes of February 22, 2022
- D. Premises Permit Application for Mantorville Restoration Association, Resolution No. 2022-12
- E. Lease for Lawful Gambling Activity for Mantorville Restoration Association, Resolution No. 2022-13
- F. 2022 Rental Licenses, Including:
 - 1) 916 and 917 West Street – Robin Maxson
 - 2) 901 Main Street North – Lyle Hoaglund
- G. Smith Schafer & Associates, Ltd – Engagement Letter

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. Public Concerns

No one addressed the Council.

6. Proclamations, Presentations and Recognitions

A. Mantorville Saloon Requests

Scott and Koreen Seim of the Mantorville Saloon made the following requests:

1) Benefit for Charlie Paulson

Charlie Paulson, son of Shannon and Tony Paulson, was recently diagnosed with Leukemia. Charlie is a student at Kasson-Mantorville High School and a member of the Wrestling Team.

The Saloon is seeking approval for:

- 3:00 pm – 9:00 pm Food and alcohol served on the patio (licensed premise)
- 3:00 pm – 6:00 pm Silent auction inside
- 7:00 pm – 8:00 pm Live auction with Auctioneer outside in the tent

Motion was made by Councilmember Ingalls and seconded by Councilmember Hoaglund to approve these activities and a tent in back for the live auction from 6:00 pm to 8:00 pm.

Vote: 5 ayes / 0 nays. Motion carried.

2) Stagecoach Days – June 24-25, 2022

The Saloon will have a dedication to Gold Star Families to include:

- Band Friday night
- Dedication to Gold Star Families on Saturday
- Band Saturday night from 3:00 pm to 7:00 pm (same band as Friday night)
- Tent out back
- Alcohol and burgers served at 509 Main Street North (old VFW)
- Mantorville Restoration Association will be coming to Council to request closing the alley to Highway 57 for purse bingo and bean bag tourney

Motion by Councilmember Ingalls and seconded by Councilmember Keller to approve as requested.

Vote: 5 ayes / 0 nays. Motion carried.

B. Introduction and Approval of New Mantorville Firefighter Angel Chacon

Fire Chief Fairchild introduced Angel Chacon as the 29th Firefighter with Mantorville Fire & Rescue. Fairchild requested Council's approval to hire Angel Chacon.

Motion was made by Councilmember Hoaglund and seconded by Councilmember Ingalls to approve the hiring of Angel Chacon to Mantorville Fire & Rescue, effective immediately. Council welcomed Angel Chacon to Mantorville Fire.

Vote: 5 ayes / 0 nays. Motion carried.

7. **Public Safety Update**

A. Fire Department Air Compressor

Fire Chief Fairchild stated that Council previously approved for Mantorville Fire Department to use American Rescue Plan Act (ARPA) funds for an air compressor that was purchased in June 2020 and a 100-amp service wired from City Hall to the Fire Hall bay. However, it was found that additional wiring was needed to the air compressor at a cost of \$850.00.

Fire Chief Fairchild requested approval of ARPA fund for the following project costs:

Air Compressor	\$2,568.32
100-amp Service	3,500.00
Wire Air Compressor	<u>850.00</u>
Total	<u>\$6,918.32</u>

Motion was made by Councilmember Ingalls and seconded by Councilmember Hoaglund to approve the use of ARPA funds in the amount of \$6,918.32.

Vote: 5 ayes / 0 nays. Motion carried.

B. Mantorville Fire Department Update and Minutes of General Meeting March 2, 2022

Fire Chief Fairchild said one change in the Fire Hall is, effective May 1, 2022, there will no longer be alcohol in the Fire Department refrigerator. As Fire Chief, he doesn't believe the liability for the City is worth the risk. He stated that we are a life saving organization and we need to act like that.

Councilmember Keller complimented Fairchild on his courage to do this and that the City Council supports you.

Fire Chief Fairchild said he is also still looking for use of the shed for the Fire Department.

C. Dodge County Sheriff's Report for February 2022

8. **Public Hearings**

There were no public hearings.

9. **Old Business/New Business**

There was no old or new business.

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.*

There were no tabled items.

11. Reports

A. Public Works Report

- 1) Street projects in the fall of 2021 couldn't be completed due to weather. There was a cost increase of \$429.52 for tar.

Motion was made by Councilmember Ingalls and seconded by Councilmember Keller to approve the cost of \$429.52.

Vote: 5 ayes / 0 nays. Motion carried.

- 2) New plow truck will be here by the end of the week.
- 3) Lead and copper requirements from State

1983 and older homes may have lead piping. Minnesota Department of Health requires that we go in and check if we cannot see from the photos taken when water meters were installed. If we are over ten, we have to go in and change them. Galvanized is okay. There will be grant funding available. The homeowner is responsible from the curb stop to the home. Public Works Lead Adams will keep Council posted on this.

B. City Clerk Report

- 1) Assessment Search Requests

Staff receives assessment search requests for water and sewer accounts, as well as special assessments on properties from title companies and realtors in preparation for closing. For water and sewer information, it's a matter of moments to provide this information. For special assessments, Staff goes to the Dodge County website to look up information on a property. This takes minimal time, as well. The part that takes up more Staff time is preparing invoices for \$30.00 per search and following up when they have not paid. Several invoices have not been paid for months and Staff has sent two and three past due notices. At an average of four requests per month, the City is actually paying more in Staff time than it brings in for the actual search.

Because the caller is able to get the special assessment information on their own from Dodge County and water and sewer information can be provided quickly, City Clerk Buecksler requested that the City provide only water and sewer information and eliminate the \$30.00 fee.

Motion was made by Councilmember Keller and seconded by Councilmember Hoaglund to direct Staff to only provide water and sewer information, discontinue providing Dodge County property information, and eliminate the \$30.00 fee for search requests.

Vote: 5 ayes / 0 nays. Motion carried.

2) Water/Sewer Payment Plans

City Clerk Buecksler discussed water and sewer payment plans. Councilmember Ingalls recommended checking with the League of Minnesota Cities and State Statute for information on the City's requirement to offer a payment plan to a customer with difficulty paying their utility bill.

3) Dog Grooming Business at 311 West 5th Street

A Conditional Use Permit was issued for "Dog Gone Cute Grooming" on June 12, 2017. Condition #5 reads, "The Applicants must obtain and maintain all licenses and permits that may be necessary to conduct the home business on the property." Condition #15 of the resolution reads, "This CUP shall remain in effect so long as all of the conditions contained herein are observed. If, at any time, the conditional use is suspended or terminated on the Property for a period of 12 consecutive months, this CUP shall terminate and the owner must apply for a new CUP from the City prior to engaging in any similar activity."

Staff was notified that this business had moved to 211 West Main Street in Kasson in 2020 and then moved back to 311 West 5th Street in Mantorville on March 1, 2022.

Council directed the City Clerk to send a letter to the homeowner/business owner asking whether business was suspended at 311 West 5th Street for more than 12 months or if business continued at this location, as well as the Kasson location during that time.

C. Consultant Report

The 2021 Mantorville Prosecution Report from Jacobsen Law Firm was included in the Council's packet for review.

Council asked that Jacobsen Law Firm introduce themselves again at a future Council meeting.

D. Committee Reports

- 1) Chamber – Councilmember Hoaglund provided a list of 2022 events
- 2) Economic Development Authority – Business Expo on March 25th. Mayor Bradford spoke with John Buckingham, Realtor, regarding properties available. Stagecoach Days duties were transferred to the EDA. Councilmember Kinney said the Stagecoach Days Committee delegated duties and will make people aware of the event at the Expo. Meeting in April. EDA is funding Stagecoach Days; Mantorville Restoration Association is organizing the event.
- 3) Fire Department
- 4) Infrastructure
- 5) Kasson Mantorville Joint Powers
- 6) Mantorville Restoration Association – Councilmember Hoaglund said the MRA discussed Stagecoach Days. Trees were taken down by the old brewery and it looks good. Adams said approval was received by the DNR to do so.

- 7) Park and Recreation Board – meets again March 29th.
- 8) Personnel
- 9) Relief
- 10) Township – growth is occurring in Mantorville Township faster than the City.

E. Councilmember Reports

Councilmember Keller:

Complaint received regarding the condition of 16 River View Road. He agrees with Adams that every street in the City is worse than River View Road. Adams will keep an eye on it.

Councilmember Hoaglund:

We are missing out on one big part of City operations and that is by not having a Planning and Zoning Commission. The Comp Plan has not been looked at since 2000. We would be more effective if we had one person from the MRA and other committees.

Mayor Bradford said we had a Planning and Zoning Commission but it died from lack of membership. Two members of the EDA serve as a Planning Commission subcommittee.

F. Mayor's Report

Mayor Bradford reminded everyone that the river is flowing beneath the ice. Stay off the ice for safety.

Mayor Bradford directed the City Clerk to schedule a Council Work Session for April 18, 2022 at 6:30 pm for a Planning and Zoning Commission discussion.

12. Executive Session

There was no executive session.

13. Adjourn

Motion was made by Councilmember Hoaglund and seconded by Councilmember Kinney to adjourn the meeting at 7:40 p.m.

Vote: 5 ayes / 0 nays. Meeting adjourned.

Respectfully Submitted,



Shirley R Buecksler
City Clerk-Treasurer