

**City of Mantorville
City Council Minutes
June 27, 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
Public Works Lead Joe Adams
Public Works Wade Schroeder
City Engineer Tim Hruska, WHKS
Financial Advisor Mike Bubany, David Drown Associates

2. Pledge of Allegiance

Everyone stood and recited the Pledge of Allegiance.

3. Changes to the Agenda

Council added:

Item 5C. Proclamation for Hubbell House Heritage Day, June 25, 2022

Motion was made by Councilmember Ingalls and seconded by Councilmember Keller to approve the agenda, as amended.

Vote: 5 ayes / 0 nays. Motion carried.

4. Consent Agenda

- A. Regular City Council Meeting Minutes of May 9, 2022
- B. Regular City Council Meeting Minutes of May 23, 2022
- C. Regular City Council Meeting Minutes of May 31, 2022
- D. Regular City Council Meeting Minutes of June 13, 2021
- E. Economic Development Authority Meeting Minutes of January 4, 2022
- F. Economic Development Authority Meeting Minutes of February 2, 2022
- G. Economic Development Authority Meeting Minutes of March 1, 2022
- H. Economic Development Authority Meeting Minutes of April 5, 2022
- I. Economic Development Authority Meeting Minutes of May 10, 2022
- J. Dodge County Board of Commissioners Meeting Minutes of May 4, 2022
- K. Chamber of Commerce Meeting Minutes of June 1, 2022
- L. Fireworks Permit for Marigold Days, September 10, 2022

M. Accounts Payable Claims List for June 27, 2022

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

A. Proclamation: *Eagle Scout Achievement Day, May 27, 2022*

Mayor Bradford presented a proclamation to Scouts Haven Senjem, Cole Gappa, and Mitchell Thompson, for their significant efforts to improve our communities through community service. Mayor Bradford proclaimed Friday, May 27, 2022 as “Eagle Scout Achievement Day.”

B. Resolution No. 2022-29 Accepting Donations to the City, Flags from Mayor Bradford

Mayor Bradford has graciously donated three (3) United States Flags and three (3) State of Minnesota Flags to the City at a value of \$70.00.

Motion was made by Councilmember Keller and seconded by Councilmember Hoaglund to adopt Resolution No. 2022-29 Accepting Donations to the City.

Vote: 5 ayes / 0 nays. Motion carried.

C. Proclamation: *Hubbell House Heritage Day, June 25, 2022*

Mayor Bradford presented a proclamation to the Hubbell House and proclaimed June 25, 2022 as “Hubbell House Heritage Day.”

6. Public Concerns

The following citizen(s) addressed the Council:

- Will Lambert, 401 Clay, stated that his corner lot was affected by street construction and has receded.

7. Public Hearings

There were no public hearings.

8. Public Safety Update

No report.

9. **Old Business/New Business**

A. General Obligation Street Reconstruction Note, Series 2022A, Resolution No. 2022-27

Mike Bubanny of David Drown Associates presented his recommendation for bonding for the 2022 Street Construction Project. The resolution was drafted by Taft Law. Bond closing is scheduled for July 11, 2022.

Motion was made by Councilmember Hoaglund and seconded by Councilmember Ingalls to adopt Resolution No. 2022-27 Providing for the Issuance and Sale of a \$400,000 General Obligation Street Reconstruction Note, Series 2022A, and Levying a Tax for the Payment Thereof.

Vote: 5 ayes / 0 nays. Motion carried.

B. Street Project Evaluation

Per City Council direction, City Engineer Tim Hruska stated WHKS has prepared two options to address public comments regarding the ditches along Walnut, Clay, and 3rd Street as part of the 2019 Street Project. The memo provided in the Council's packet does not include any recommendations to the sod/seed public comments, as this was addressed in a previous memo dated May 31, 2022. The two options outlined in the memo will be called the "Add intakes and fill ditches" option and the "Add Curb & Gutter" option. A cost estimate was provided at the end of the memo.

Add Intakes and Fill Ditches Option

The add intakes and fill ditches option would add stormwater intakes as shown on the attached figures in the Council's packet. A total of eight intakes would be installed and ditches at 121 4th Street, 308 Walnut Street, 201/101 3rd Street, and 302 West Street would be filled in. Additional grading and ditch work is also included in this option and all disturbed areas would be hydroseeded.

Add Curb & Gutter Option

The add curb & gutter option would add curb and gutter on both sides of the street from the sidewalk crossing at Walnut and 4th Street to the corner of 3rd Street and Clay Street. Storm catch basins would be added at the east end of 3rd street and just west of the West Street intersection. All culverts would be removed, and driveway aprons would be reconstructed to tie into the new curb as needed. The new curb and gutter would be located two feet outside of the existing pavement. Ditches outside of the curb and gutter would receive fill and all disturbed areas would be hydroseeded.

2019 Street Project Modifications	
Option:	Cost:
Add Intakes and Fill Ditches	\$80,000
Add Curb & Gutter	\$228,000

Discussion:

Hruska said he will work with contractors over the next few weeks to get actual bids, about three or four, including DeCook and Elcor.

Mayor Bradford asked how many properties would be affected by filling in the ditches? Hruska said 11 at \$80,000. He said this is based on feedback. We propose to meet with each land owner individually over the next four weeks to discuss, so that there is a thorough understanding.

Mayor Bradford asked if there will be a subterranean correction in those ditches? Hruska said yes, there are some that need to be accomplished systematically together.

Lynette Nash asked why we cannot simply fill and cap the culverts? Hruska said we are proposing a different intake structure, which will be six plus months. Looking at plastic intake structures. We would show you when we meet with you.

Lynette Nash provided photos of what her yard looked like before and now. She would like to get rid of the culverts completely.

Hruska said what they've proposed is a very different structure than what Ms. Nash showed of Riverside Park.

Bill Reding said he installed a drainage system at the end of his driveway but it was never put back.

Virgil Andrist suggested bringing in dirt from local areas to raise the ditches. And bring in another engineer to look at it. Contact Dodge County for black dirt.

Mayor Bradford said he has reached out to Bolton and Menk. He has also talked with Massey.

Councilmember Keller asked if any residents would be willing to sit down with him so he and the Council could better visualize what the residents wanted. Virgil Andrist, Bill Reding, Lynette Nash, Troy Andrist, and Todd Olson answered yes. Public Works Lead Joe Adams was also asked to attend.

Councilmember Keller scheduled a meeting for 6:30 pm on Thursday, June 30, at the Riverside Park pavilion. He asked those attending to bring sketches or something tangible to share. Attendees provided their email addresses. The City Clerk will send out a meeting notice.

Hruska said he has reached out to Snow Contracting regarding dirt to the north of Mr. Reding's property, and grading costs for a trench drain. Hruska will reach out to Mr. Reding to talk about where he wants it placed.

Bill Reding asked why the water shut-off at Walnut and 7th Streets was placed within 10 feet of his property? Hruska said we will look into it. It may have been there previously. It will get addressed with the final walk through with Snow Contracting, as the project is not closed out, yet.

Bill Reding asked about the trees that are to come down at his property. Adams said he will reach out to the contractor tomorrow and ask them to contact Mr. Reding. Two properties will be without power for approximately eight hours, he said.

Mayor Bradford asked if there is anything regarding the first phase of the project that will affect the hydraulics with drainage going north? Hruska said that depends on the discussion and sketches.

Carol Andrist said they get pressure and flooding with any watermain breaks that occur. A sewer line had collapsed and they were able to get it shut off. Hruska said if it breaks over a sewer line, if it doesn't come to the surface, that can happen. Ms. Andrist said it happened in 2012. Hruska said we can look at what happened there.

Mayor Bradford asked, regarding the second phase, for any update on the netting and doing this work? Hruska said we will let everyone know when we reach Snow Contracting.

Councilmember Kinney said he is not interested in sending any more work to Elcor.

Mayor Bradford said Councilmember Keller will meet with some land owners and see what they would like done. Councilmember Keller said he wants to be sure we give this considerable attention.

Hruska said he will wait to hear from Councilmember Keller after the meeting on June 30th.

Mayor Bradford said, although he likes the idea of using dirt from the County, we want to be sure the dirt is clean and safe and that it will perform the way we expect.

Councilmember Keller said it's possible to have Special Council Meeting to discuss this topic.

C. Grant Funds for the Parks Department, Resolution No. 2022-28

Motion was made by Councilmember Kinney and seconded by Councilmember Keller to adopt Resolution No. 2022-28 Authorizing Acceptance of Grant Funds for the City of Mantorville Parks Department.

Vote: 5 ayes / 0 nays. Motion carried.

D. State of Minnesota Grant Contract Agreement for Emerald Ash Borer

On March 4th, the Public Works Department with the assistance of the CEDA consultant, Laura Qualey, submitted an application to the Minnesota Department of Natural Resources (DNR) for the Emerald Ash Borer (EAB) Grant. On March 27, 2022, the City of Mantorville received notice from the DNR that they were granted \$36,000.00 to combat the Emerald Ash Borer infestation.

The City has an overall budget of \$24,000.00 budgeted for tree removal, replacement, or treatment for tree and park management in 2022. These funds would be used toward the removal of 32 boulevard trees which cost up to \$1,200.00 per tree. The City does not have plans on replacing the trees along the boulevard; however, the City will replace the trees elsewhere within Mantorville city limits with a variety of tree that is native to Dodge County.

For any trees that are removed in the parks, the City will replace the trees removed and the quotes that we received were approximately \$500.00 per tree for a native variety.

There are 36 boulevard trees to be removed: $36 \times \$1200.00 = \$43,200.00$.

There are 20 park trees to be removed: $20 \times \$1,200.00 = \$24,000.00$.

We will not be able to remove them all in 2022, but figure we will be able to remove about 20 trees and replant 20 trees in their place. \$4000.00 will be allocated for EAB injections to treat the healthy Ash trees that have not yet been infected. As far as a timeline on removing, it will depend on the money we have to go forward.

2021 (\$7,000.00) carried over; allocated in 2021 but not spent for tree removal

2022 (\$14,000.00) allocated for tree removal/replacement of boulevard and park management

2022 (\$4,000.00) allocated for treatment of Ash trees not infected with EAB

Overall, the City will be dedicating \$14,000.00 cash to this EAB project in 2022 and an additional \$2,300.00 of in-kind labor. There will be an allowance available in the instance of a tree's size increases the cost of removal. Any carryover of the tree/park budget will roll over into 2023 to continue to combat EAB.

Our Public Works Department has already conducted an inspection of the tree inventory, which is noted on the exhibits included in the Council's packet at the end of the application. The Public Works Department, led by Public Works Lead Joe Adams, will oversee the contractors that will be removing the infected trees. Adams is certified as a Minnesota DNR Tree Inspector. The company that most likely will be removing the trees is Olson's Tree Service from Grand Meadow, Minnesota. They have done work for the City in the past. The owner/operator is an International Society of Arboriculture (ISA) Certified Arborist, a member of the Tree Care Industry Association

(TCIA), a member of the Minnesota Society of Arboriculture (MSA), and is licensed with the State of Minnesota.

Another term of the EAB Grant contract is to also implement a three-year EAB Management Plan, which was also included in the report for Council review and approval.

Adams said we will start this fall on any boulevard and park trees.

Motion was made by Councilmember Hoaglund and seconded by Councilmember Kinney to accept the \$36,000.00 grant funds awarded by the Minnesota Department of Natural Resources to combat the Emerald Ash Borer in Mantorville and also adopt the Management Plan to mitigate and respond to the infestation in the city of Mantorville.

Vote: 5 ayes / 0 nays. Motion carried.

- 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

Adams said Stagecoach Days went well. Had no calls to Public Works.

B. City Clerk Report

Buecksler said she will be out of the office the rest of the week.

C. Consultant Report

No report.

D. Committee Reports

- 1) Chamber
- 2) Economic Development Authority
- 3) Fire Department
- 4) Infrastructure
- 5) Kasson Mantorville Joint Powers
- 6) Mantorville Restoration Association
- 7) Park and Recreation Board – meets tomorrow
- 8) Personnel
- 9) Relief
- 10) Township

E. Councilmember Reports

Councilmember Ingalls said residents are asking about the noise ordinance regarding Highway 57 and what the next steps will be.

F. Mayor's Report

- 1) Mayor Bradford handed out a proclamation that he had presented to the Hubbell House, along with his remarks from the presentation on June 25th as part of their changing of hands. It was really nice for the Hubbell House Grand Reopening that they had a beautiful stagecoach, similar to the Wells Fargo stagecoach, bring the Powers Family into town, the Pappas Family greeted them off the stagecoach, we gave a presentation and the proclamation, then the Pappas Family got in the stagecoach and literally rode off west into the sunset. The Pappas Family have been great stewards of that property and outstanding community members, and we will certainly miss them. The Powers Family is in a position to be as much of a community player. Don Pappas did a great job in finding the right buyer for that property.
- 2) The Gold Star Memorial dedication was very moving. A Gold Star sister gave an amazing speech. Colonel Peterson shared a story, as well. This memorial is the first Gold Star Memorial in Minnesota, and there are only 80 in the nation. The memorial includes three benches for Family, Patriotism, and Sacrifice.
- 3) Early voting has started for the State Primary.
- 4) The City received a thank you card for flowers sent to one of our Mantorville Fire Department members. Our thoughts and prayers are with their family.

12. Executive Session

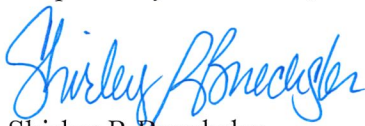
There was no executive session.

13. Adjourn

Motion was made by Councilmember Hoaglund and seconded by Councilmember Ingalls to adjourn the meeting at 7:33 p.m.

Vote: 5 ayes / 0 nays. Meeting adjourned.

Respectfully Submitted,



Shirley R Buecksler
City Clerk-Treasurer