



Trail to the Past. Road to the Future.

CITY COUNCIL MEETING

MUNICIPAL COUNCIL CHAMBERS

21 5TH STREET E, MANTORVILLE, MN 55955

MONDAY, JULY 25, 2022

6:30 PM

1. Call to Order

2. Pledge of Allegiance

3. Changes to Agenda

4. Consent Agenda

- A.** Regular City Council Meeting Minutes of July 11, 2022
- B.** Accounts Payable Claims List for July 25, 2022

5. Proclamations, Presentations and Recognitions

6. Public Safety Update

- A.** Accept Resignation from Firefighter Chloe Bradford

7. 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.

8. Old Business/New Business

- A.** Property Located at 720 North Main Street, Transitional District
- B.** Mantorville Licensed Clothing Order

9. Reports

- A.** Public Works Report
- B.** City Clerk Report
 - 1) National Night Out Cost Estimates and Donations
- C.** Consultant Report – *No 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

10. Adjourn

Coming up in Mantorville:		
<i>July 1-September 1</i>	Larger Than Life Exhibit	
<i>July 26, 2022</i>	<i>6:30 pm</i>	<i>Parks & Recreation Committee Meeting</i>
<i>August 2, 2022</i>	<i>6:00 pm – 8:00 pm</i>	National Night Out – Riverside Park Celebration
<i>August 3, 2022</i>	<i>6:30 pm</i>	<i>Economic Development Authority Meeting</i>
<i>August 3, 2022</i>	<i>6:30 pm Training 8:30 pm Members Meeting</i>	<i>Mantorville Fire Department General Meeting</i>
August 9, 2022	Polls will be open from 7:00 am – 8:00 pm	Election Day – State Primary <i>No meetings may be held between 6:00 pm and 8:00 pm on Election Day</i>
<i>August 15, 2022</i>	<i>6:30 pm</i>	<i>Regular City Council Meeting</i>
<i>August 29, 2022</i>	<i>6:30 pm</i>	<i>Regular City Council Meeting</i>
<i>August 30, 2022</i>	<i>6:30 pm</i>	<i>Parks & Recreation Committee Meeting</i>
Members of the City Council and other Boards may be in attendance at all meetings and community events in Mantorville		

**City of Mantorville
City Council Minutes
July 11, 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 (joined remotely via phone), 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
Jason Boynton, Smith Schafer Associates, Ltd.
Mantorville Fire Chief Steve Fairchild
Dodge County Sheriff Scott Rose

2. Pledge of Allegiance

Everyone stood and recited the Pledge of Allegiance.

3. Changes to the Agenda

Council approved the agenda, as presented.

Vote: 5 ayes / 0 nays. Motion carried.

4. Consent Agenda

- A. Regular City Council Meeting Minutes of June 27, 2022
- B. Parks & Recreation Board Meeting Minutes of May 31, 2022
- C. Accounts Payable Claims List for July 11, 2022

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

Vote: 5 ayes / 0 nays. Motion carried.

5. Proclamations, Presentations and Recognitions

- A. Presentation: 2021 Audit Review by Jason Boynton, Smith Schafer Associates, Ltd.

Jason Boynton presented the 2021 Audit Review and answered questions from Council.

6. Public Safety Update

A. Mantorville Fire Department

- 1) General Meeting Minutes of July 6, 2022
- 2) Amendment to Addendum A, Mantorville Fire and Rescue Department

Fire Chief Fairchild discussed the changes made to Addendum A:

Page 1 – updated list of Captains

Page 2 – updated chain of command list

Page 8 – changed Truck Maintenance Officer to Vehicle Maintenance Officer to match the list on page 1

Motion was made by Councilmember Kinney and seconded by Councilmember Hoaglund to approve the changes to Addendum A, as presented.

Vote: 5 ayes / 0 nays. Motion carried.

B. Dodge County Sheriff's Office

- 1) Sheriff's Report for Mantorville, June 2022
- 2) Licensing for Golf Carts

Sheriff Rose discussed licensing for golf carts, All Terrain Vehicles (ATVs) and Utility Terrain Vehicles (UTVs), which have different restrictions. Dodge Center's ordinance was included in the Council's packet and works well from an enforcement standpoint. Annual registration gives the City the opportunity to remind the licensee of regulations. The City of Byron's tabs match the color of the sticker the Department of Motor Vehicles issues each year. Sheriff Rose recommended an annual license by calendar year. The biggest issue is underaged drivers. If there wasn't something specific laid out in the ordinance before, this ordinance would lay it out now. Having an ordinance allows us to educate the public. Annual registrations also provide law enforcement with current owner information and a description of the vehicle.

Council discussed golf carts driving after dark with no lights on, sometimes with three or four kids on the cart, driving on the trails. This is especially in the Rolling Hills area.

Discussion also included resident complaints regarding jake braking. There would need to be an exception for the big truck parade. If it's worded in the ordinance for special events and any signage is covered up, it could be an exception.

Council directed the Infrastructure Committee to work with Sheriff Rose and discuss an ordinance for golf carts, ATVs and UTVs, as well as jake braking.

7. Public Concerns

The following citizen(s) addressed the Council:

- John Buckingham regarding the Bromley Repair Shop property located at 720 North Main Street. This property is in the Transitional District and abuts the R-2 Multi-Dwelling and Commercial Districts. Per City Code, properties in the Transitional District point to the abutting district with the most restrictive requirements which, in this case, would be R-2.

The R-2 District would not allow for the Mr. Buckingham's client to put a business there without submitting for a zoning amendment or variance. The potential buyer would have a construction business and office. The current owner was not aware that the property had changed to Transitional. A gas station (Hilltop Mobile was mentioned) was located on this property prior to Bromley Repair Shop. The new owner would like to close on the property by the end of July.

Council discussion included whether or not a commercial business could be grandfathered to the new owner. The City would like to see a successful business at this location, but also has a responsibility to the neighboring properties and will need to follow the proper steps.

Council directed the City Clerk to contact the City Attorney for clarification and bring back to the July 25, 2022 Council Meeting.

8. Public Hearings

- A. Application for Variance from Section 150.071 (Transitional District) and Section 150.070 (R-2 Multi-Family Residential District) of the Mantorville City Code to Allow for the Construction of a Single-Family Dwelling with Reduced Setbacks from the Property Line, 408 West Street – Applicants Ben Bolster and Mike Bolster

Motion was made by Councilmember Kinney and seconded by Councilmember Keller to open the public hearing at 7:23 pm.

Vote: 5 ayes / 0 nays. Motion carried.

John Buckingham spoke and said this is currently a vacant lot. It will have a single-family residence. He agrees that the homes on 408 West Street should be lined up with the same setback of 11 ½ feet. He supports Council approval of this variance.

There being no further comments, Motion was made by Councilmember Hoaglund and seconded by Councilmember Ingalls to close the public hearing at 7:24 pm.

Vote: 5 ayes / 0 nays. Motion carried.

Motion was made by Councilmember Keller and seconded by Councilmember Hoaglund to adopt Resolution No. 2022-30 Granting a Variance for Certain Real Property Located at 408 West Street, Mantorville, Minnesota.

Vote: 5 ayes / 0 nays. Motion carried.

9. Old Business/New Business

A. Street Project Evaluation

Discussion:

Councilmember Keller met with property owners and Joe Adams on June 30th and July 7th. Both were good meetings on ideas and concepts. A summary of comments was included in tonight's Council packet. All but two property owners signed that they are in favor of the concept. He stated that we all had a chance to look at the project plans. After the project was done, some things were obvious that should have been done. Per Engineer Hruska, Councilmember Keller said if the grade is less than two percent (2%), there is a risk of pooling for a while, as well as depressions filled up after grass is established.

Engineer Hruska said you need to understand that you are changing running water adjacent to the roadway. You also stated that water will go across some hard surfaces. When you start from Walnut Street to West Street, that is a flat grade, so it will be hard to get that water to drain. If you're filling, it will have some differential settlement occurring. When the grass grows and gets established, low areas will be covered by grass and the vegetation will dry that up.

Councilmember Keller said the overriding concept is before lawns went out to the street, there were no ditches and there were no problems. It wouldn't be fair to blame Engineering, the City, or anyone else for putting it in the way it is because, without those aesthetics considerations, the 2019 project was a very practical street project.

Councilmember Hoaglund asked if the catch basin at the corner of 3rd and Clay Streets was discussed? Councilmember Keller said it was looked at. We can contour it down to where they can mow it, but it's really a big question whether it really needs to be that deep or raise it a couple of rings. Engineer Hruska agreed with Joe Adams that it needs to be raised. It's mainly whether or not you're pushing all that water across the intersection at the end. The biggest concern is going to be when you have snow melt and having refreeze across your road in winter.

Mayor Bradford asked what implications there are for Inflow and Infiltration (I&I) and what can we do to harden that? Engineer Hruska said when we did that project, we put in new manholes and new sewer pipes in that area. We put in I&I barriers and sealed rings with gaskets. You've done what you need for I&I, and they won't be pushing up.

Councilmember Keller asked why manholes are blowing off during storms? Engineer Hruska said manhole chimneys, cracks, sump pumps, all sorts of potential for cross contamination. The City is doing work to minimize I&I by doing sump pump inspections during meter replacement and manhole casting improvements with street projects. Councilmember Keller suggested that infiltration should be addressed again, especially any sump pumps discharging into the sanitary sewer.

Councilmember Ingalls said some property owners agreed that the situation was not perfect but didn't want to be involved in further improvements. Councilmember Ingalls said a good half of the people he talked to didn't want their property touched again. They were disturbed enough with the project that, essentially, they got it to where they want it to be and don't want anything touched. He said he knocked on every door he could for people who did not provide some sort of feedback. Most of those people were saying such things as the grass was less than ideal, there was netting in the grass, and problems initially, but they took it upon themselves to fix it.

Councilmember Keller said the map in the Council's packet from WHKS indicates the areas that would be disturbed. On the west side of Walnut Street, south side of 3rd Street (corner) and next to it – no changes would be done. That was the plan.

Councilmember Ingalls will compare the map to the feedback he received.

Councilmember Keller said there were only two properties that would be disturbed that were not at the meeting and didn't respond:

Northeast corner of Walnut and 3rd Street; and
Northeast corner of Clay and 4th Streets – Will Lambert would like his fixed.

Councilmember Keller said we don't plan to incur on anyone who doesn't want to be disturbed. The southeast corner of 4th and Walnut Streets would like it fixed, so this one was included.

With this plan, Mayor Bradford asked that we would have to do everything in green on the map? Engineer Hruska agreed. In general, all or nothing.

Mayor Bradford asked for any comments from the audience. Virgil Andrist said everyone wants it filled in to the way it was.

Joe Adams reached out to Hazelton. They would deliver clean fill from Kasson free of charge. He received the following bids for the work:

SL Contracting: \$29,760 (\$120 per load is not required; fill coming from Kasson)
Jason Williker: \$36,329
Hazelton: Did not bid, backed out today
DeCook: \$122,865

Adams said he gave the same paperwork to all contractors. If homeowners are watering, the contractor will guarantee it for one (1) year. The contractor is in charge of erosion control and taking it out. All bids are for hydroseed. Planning to pack it in as we go. Price includes the park, east of Virgil Andrist's property. Holding off until after Marigold Days, due to foot traffic.

Councilmember Keller said if that cannot be seeded this year, it will be done in the spring.

Bill Reding said residents would like a deduction on watering. Councilmember Keller said we would deduct the watering cost by only charging for the same amount of usage in September 2022 as was used in September 2021.

Mayor Bradford asked Councilmember Ingalls to let him know if he finds something that is a show stopper in his comparison. If so, he will schedule an emergency meeting.

Motion was made by Councilmember Keller and seconded by Councilmember Ingalls to move forward with the citizens' plan for renovating, per WHKS print, and award to SL Contracting.

Councilmember Hoaglund commented that the bid from Willikers is \$7,000 higher but they are a local contractor we've done work with in the past. He would vote to go with Willikers.

Councilmember Keller withdrew his motion. Councilmember Ingalls seconded the withdrawal. Motion carried.

Engineer Hruska reminded Council that they have to go with the lowest bid. Their hands are tied. In order to go with another contractor, Council would have to put in the ordinance to have "Best Value Selection." He recommended adding this to the Infrastructure Committee's agenda.

Motion was made by Councilmember Keller and seconded by Councilmember Hoaglund to move forward with the citizens' plan for renovating, per WHKS print, and award to SL Contracting.

Vote: 5 ayes / 0 nays. Motion carried.

Mayor Bradford said we will get the project moving as soon as possible. He appreciated everyone's due diligence and looking at a path forward. If anyone has concerns, come to City Hall or call Mayor Bradford as soon as you see an issue.

Councilmember Keller suggested that comments be directed to him to alleviate Joe Adams and Wade Schroeder's time.

Mayor Bradford said he contacted Elcor again. They said it was an "interesting theory" and could come out for a consulting fee.

Joe Adams will contact SL Contracting tomorrow morning.

10. Reports

A. Public Works Report

Adams had nothing to report.

B. City Clerk Report

- 1) Gretchen Lohrbach is now a Notary Public, so we have two Notaries in the office to serve our customers.
- 2) Dodge County Sheriff's Office is able to make identification badges for City Staff, Fire Department and Council at a cost of \$5.00 each. It will include a photo, City logo and name, employee name, and title. It's important for Staff to have identification to present when needed. The total is less than \$200.00, depending on how many are needed.
 - a. Council agreed that this is a good idea and will cover the cost for all employees – City and Fire, and Council.
- 3) The City's Certificate of Deposit (CD) at MBT Bank will mature on July 16, 2022. The current value is \$231,707.46 with a rate of .01521% for 12 months. MBT Bank could renew this CD for another 12 months at a rate of 0.6%. Buecksler checked with 4M Fund, where the City has a Certificate of Deposit, as well. The City could invest up to \$250,000.00 for 12 months at approximately 2.9%. Updated rates will be available on July 18th, since the mature date of July 16th is a Saturday.

Motion was made by Councilmember Hoaglund and seconded by Councilmember Kinney to move the City of Mantorville's Certificate of Deposit, in the amount of \$231,707.46, from MBT Bank to 4M Fund.

Vote: 5 ayes / 0 nays. Motion carried.

- 4) National Night Out
Discussed the event for August 2, 2022. Per the Minnesota Department of Health, all foods donated must be made in a commercial kitchen.
- 5) Long Grass Complaints – letters will be mailed to problem properties again.
- 6) Closing for 2022 Street Improvements Bond, Series 2022A – the closing went well and payment has been sent to the City.
- 7) State Primary August 9, 2022
 - a. Polls will be open from 7:00 am to 8:00 pm
 - b. The Candidate Filing Period is August 2 through August 16 during normal office hours. The filing fee is \$2.00.
 - c. Discussed moving the polling site from the Council Chambers to the Fire Department Training Room. It's the same address, so we would only need to post outside that it's been moved to the Fire Hall. Council agreed that this is a good idea, if it can be done.

C. Consultant Report

There was nothing to report.

D. Committee Reports

- 1) Chamber
- 2) Economic Development Authority
- 3) Fire Department – the Fire Department is purchasing Firemen lock boxes for all commercial buildings that will have a key inside. Only the Fire Department would

have access. Each business will be charged for it. Rochester has the same set-up. The Fire Department has also bought new tables and chairs. They also want to replace one of their trucks and will propose it at a future date.

- 4) Infrastructure
 - 5) Kasson Mantorville Joint Powers – looking for a volunteer to attend the next meeting from 7:00 am to 8:00 am at the high school. Councilmember Hoaglund said he will attend.
 - 6) Mantorville Restoration Association – meets tomorrow. They held a nice progressive dinner at each of the buildings and had a good turnout.
 - 7) Park and Recreation Board
 - 8) Personnel
 - 9) Relief
 - 10) Township
- E. Councilmember Reports
There was nothing to report.
- F. Mayor's Report
Mayors are having a milking contest at the Dodge County Fair again this year. Mayor Bradford said he took second place to the Mayor of Hayfield in 2021 and is looking to make first place this year.

11. Adjourn

Motion was made by Councilmember Keller and seconded by Councilmember Hoaglund to adjourn the meeting at 8:29 p.m.

Vote: 5 ayes / 0 nays. Meeting adjourned.

Respectfully Submitted,

Shirley R Buecksler
City Clerk-Treasurer

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Payments

Current Period: July 2022

Payments Batch AP072212022

\$69,159.47

Refer	0	-		
Invoice				
Transaction Date	7/21/2022	Citizens State Bank	10100	Total
Refer	0 AMAZON	Ck# 005722	7/25/2022	
Cash Payment	E 101-41940-200 Supplies	Dymo label maker supplies		\$45.49
Invoice	02-01-22			
Transaction Date	7/21/2022	Citizens State Bank	10100	Total
Refer	0 AMAZON	Ck# 005723	7/25/2022	
Cash Payment	E 101-41940-200 Supplies	Bulletin Board & Boot covers		\$41.54
Invoice	03-17-22	7/25/2022		
Transaction Date	7/21/2022	Citizens State Bank	10100	Total
Refer	0 AMAZON	Ck# 005724	7/25/2022	
Cash Payment	E 101-41500-200 Supplies	Office Supplies		\$41.92
Invoice	06/14/22	7/25/2022		
Cash Payment	E 101-41410-430 Miscellaneous	Office Supplies		\$34.99
Invoice	06/14/22	7/25/2022		
Transaction Date	7/21/2022	Citizens State Bank	10100	Total
Refer	0 AVESIS	-		
Cash Payment	G 101-21715 Employee Paid Vision Plan	EE Paid Vision Insurance		\$58.92
Invoice	2889659	7/25/2022		
Transaction Date	7/21/2022	Citizens State Bank	10100	Total
Refer	0 CULLIGAN - DRIESSEN WATER, IN	-		
Cash Payment	E 101-41940-200 Supplies	Acct # 22069509		\$26.50
Invoice	06/30/2022	7/25/2022		
Transaction Date	7/21/2022	Citizens State Bank	10100	Total
Refer	0 DEERE CREDIT INC.	-		
Cash Payment	E 101-45200-500 Capital Outlay	Mower Lease Payment #1		\$4,360.63
Invoice		7/25/2022		
Transaction Date	7/21/2022	Citizens State Bank	10100	Total
Refer	0 DELTA DENTAL	-		
Cash Payment	G 101-21708 Dental Insurance	Dental Insurance		\$199.30
Invoice	RIS0004310805	7/25/2022		
Transaction Date	7/21/2022	Citizens State Bank	10100	Total
Refer	0 FURTHER	Ck# 005717	7/25/2022	
Cash Payment	G 101-21714 Health Savings Account	HSAs		\$224.99
Invoice	07/13/2022	7/25/2022		
Cash Payment	G 101-21714 Health Savings Account	HSAs		\$224.99
Invoice	07/13/2022	7/25/2022		
Transaction Date	7/21/2022	Citizens State Bank	10100	Total
Refer	0 IIMC - INTL INST OF MUNI CLRKS	-		
Cash Payment	E 101-41110-433 Dues and Memberships	Membership		\$175.00
Invoice	07/06/2022	7/21/2022		

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Payments

Current Period: July 2022

Transaction Date	7/21/2022	Citizens State Bank	10100	Total	\$175.00
Refer	0 <u>INTERNAL REVENUE SERVICE</u>	Ck# 005718	7/25/2022		
Cash Payment	G 101-21703 FICA Tax Withholding	Social Security			\$996.98
Invoice	7/25/2022				
Cash Payment	G 101-21709 Medicare	Medicare			\$233.16
Invoice	7/25/2022				
Cash Payment	G 101-21701 Federal Withholding	Tax Withholding			\$560.77
Invoice	7/25/2022				
Transaction Date	7/21/2022	Citizens State Bank	10100	Total	\$1,790.91
Refer	0 <u>KASSON LASER GRAPHICS</u>	-			
Cash Payment	E 101-41500-437 Other Miscellaneous	Drop Box Plate			\$25.00
Invoice 9920	7/25/2022				
Transaction Date	7/21/2022	Citizens State Bank	10100	Total	\$25.00
Refer	0 <u>MN PERA</u>	Ck# 005719	7/25/2022		
Cash Payment	G 101-21704 PERA	Id #608900			\$1,217.98
Invoice 07/13/2022	7/25/2022				
Transaction Date	7/21/2022	Citizens State Bank	10100	Total	\$1,217.98
Refer	0 <u>MN PUBLIC FACILITIES AUTHORITY</u>	-			
Cash Payment	E 602-49450-605 Clean Water SRF Bond	CWSRF-01			\$12,000.00
Invoice 07-2022	7/25/2022				
Cash Payment	E 602-49450-611 Bond Interest	CW-01			\$1,092.19
Invoice 07-2022	7/25/2022				
Cash Payment	E 602-49450-608 PFA CWRB Bond	CWSRF-02			\$23,000.00
Invoice 07-2022	7/25/2022				
Cash Payment	E 602-49450-611 Bond Interest	CW-02			\$1,970.00
Invoice 07-2022	7/25/2022				
Transaction Date	7/21/2022	Citizens State Bank	10100	Total	\$38,062.19
Refer	0 <u>LINCOLN NATIONAL LIFE INS. CO.</u>	-			
Cash Payment	G 101-21711 Life Insurance Payable	Acct #ATCMNTRVL-BL-1557985			\$207.15
Invoice 08/01/2022	7/25/2022				
Transaction Date	7/21/2022	Citizens State Bank	10100	Total	\$207.15
Refer	0 <u>ON-SITE COMPANIES</u>	-			
Cash Payment	E 603-45183-400 Repairs & Maint Cont (G	Cust #005201			\$127.00
Invoice 0001362323	7/25/2022				
Cash Payment	E 603-45183-400 Repairs & Maint Cont (G	Cust #005201			\$79.00
Invoice 0001362324	7/25/2022				
Cash Payment	E 603-45183-400 Repairs & Maint Cont (G	Cust #005201			\$84.84
Invoice 0001362325	7/25/2022				
Transaction Date	7/21/2022	Citizens State Bank	10100	Total	\$290.84
Refer	0 <u>ON SITE COMPUTERS, INC</u>	-			
Cash Payment	E 101-41500-300 Professional Svcs (GENE	Acct #080			\$233.00
Invoice CW80637	7/15/2022				
Cash Payment	E 601-49400-300 Professional Svcs (GENE	Acct #080			\$12.00
Invoice CW80637	7/15/2022				
Transaction Date	7/21/2022	Citizens State Bank	10100	Total	\$245.00
Refer	0 <u>RUBBER STAMPS UNLIMITED INC.</u>	Ck# 005716	7/21/2022		

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Payments

Current Period: July 2022

Cash Payment	E 101-41500-200 Supplies	Notary Stamo			\$32.96
Invoice	1047356	7/25/2022			
Transaction Date	7/21/2022	Citizens State Bank	10100	Total	\$32.96
Refer	0 SAMS CLUB	Ck# 005721	7/25/2022		
Cash Payment	E 101-45200-200 Supplies	Trash Bags & Paper Products			\$214.64
Invoice		7/25/2022			
Cash Payment	E 101-41500-200 Supplies	Trash Bags & Paper Products			\$194.12
Invoice		7/25/2022			
Transaction Date	7/21/2022	Citizens State Bank	10100	Total	\$408.76
Refer	0 SIMPLY TIDY, LLC	-			
Cash Payment	E 101-41940-439 Janitors	Cleaning			\$65.00
Invoice	2731	7/25/2022			
Transaction Date	7/21/2022	Citizens State Bank	10100	Total	\$65.00
Refer	0 SMITH SCHAFFER & ASSOCIATES	-			
Cash Payment	E 101-41530-301 Auditing and Acct g Servi	Client #81090			\$7,500.00
Invoice	10863	7/25/2022			
Transaction Date	7/21/2022	Citizens State Bank	10100	Total	\$7,500.00
Refer	0 WHKS & COMPANY	-			
Cash Payment	E 101-41950-303 Engineering Fees	Project #06878.22			\$1,929.83
Invoice	46079	7/25/2022			
Transaction Date	7/21/2022	Citizens State Bank	10100	Total	\$1,929.83
Refer	0 WHKS & COMPANY	-			
Cash Payment	E 457-41950-303 Engineering Fees	project # 08850.00			\$6,759.04
Invoice	46023	7/25/2022			
Transaction Date	7/21/2022	Citizens State Bank	10100	Total	\$6,759.04
Refer	0 NAPA	-			
Cash Payment	E 101-43100-240 Tools and Minor Equipm	Airchuck, etc.			\$44.47
Invoice	443044	7/25/2022			
Cash Payment	E 101-43100-240 Tools and Minor Equipm	Airchuck, etc.			\$11.83
Invoice	443099	7/25/2022			
Transaction Date	7/21/2022	Citizens State Bank	10100	Total	\$56.30
Refer	0 EARLS SMALL ENGINE REPAIR	-			
Cash Payment	E 101-45200-404 Repairs/Maint Machinery	Chain & Fuel Filter			\$102.98
Invoice	07/12/2022	7/25/2022			
Transaction Date	7/21/2022	Citizens State Bank	10100	Total	\$102.98
Refer	0 AG PARTNERS COOPERATIVE	-			
Cash Payment	E 101-45200-212 Motor Fuels	Acct 0151127			\$2,737.87
Invoice	06/30/22	7/25/2022			
Transaction Date	7/21/2022	Citizens State Bank	10100	Total	\$2,737.87
Refer	0 TEAM LAB CHEMICAL CORP.	-			
Cash Payment	E 101-45200-401 Repairs/Maint Buildings	Cust ID #232002			\$264.00
Invoice	INV0031525	7/25/2022			
Transaction Date	7/21/2022	Citizens State Bank	10100	Total	\$264.00
Refer	0 TRUGREEN	-			

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Payments

Current Period: July 2022

Cash Payment	E 101-45200-500 Capital Outlay	EAB Treatment		\$2,029.39
Invoice	161192133	9/25/2022		
Transaction Date	7/22/2022	Citizens State Bank	10100	Total \$2,029.39

Fund Summary

10100 Citizens State Bank

101 GENERAL FUND	\$24,035.40
457 STATE HIGHWAY 57 PROJECT	\$6,759.04
601 WATER FUND	\$12.00
602 SEWER FUND	\$38,062.19
603 RV PARK	\$290.84
	\$69,159.47

Pre-Written Checks	\$4,064.53
Checks to be Generated by the Computer	\$65,094.94
Total	\$69,159.47

Dear Chief Steve Fairchild,

This is my official letter of resignation as a volunteer from the Mantorville Fire Department. My last day will be July 31st. Unfortunately, I will not be remaining in the area. I am currently working in Rochester and I will be starting school there in August, as well as moving there. I have had a lot of great memories over the year of me being on the department, and the 4 years I was an explorer. I have learned a lot and would stay if I could. I will of course still come and support the department at different events and in every way I can. Thank you for welcoming me into the family. I will never forget it!

Chloe Bradford



City Council Report

To: Mayor and Council
From: Shirley Buecksler, City Clerk-Treasurer
Date: July 25, 2022

Property at 720 North Main Street, Transitional District

BACKGROUND INFORMATION:

At their July 11, 2022 meeting, City Council directed Staff to bring back information on the Transitional District, specifically as it relates to the property located at 720 North Main Street. Bromley Repair has been in business at this location for many years. According to residents in the area, prior to Bromley Repair, there was a gas station located here since as far back as the 1960's. On March 24, 2003, Council adopted Ordinance No. 153, Zoning Code.

Zoning Code Section 150.071 Transitional District reads as follows:

- (A) Purpose and Intent. It is the purpose and intent of the Transitional District to provide a buffering or transitional area between dissimilar districts and to accommodate an area undergoing a change from 1 predominate form of use to another.*
- (B) Permitted Uses. Permitted uses shall be any use permitted in the most restrictive district, not including a P.U.D. [Planned Unit Development], adjoining the Transitional District. For purposes of determining the most restrictive district, the following order is established:
 - 1) R-1 – Low Density Residential District is most restrictive;
 - 2) R-2 – Medium to High Density Residential District; and
 - 3) C – Commercial is least restrictive.*
- (C) Conditional Uses. Conditional uses shall be any use permitted in an adjoining district, not including a P.U.D., and those defined as permitted uses in this Transitional District, and any use that is a conditional use in an adjoining district.*

The property at 720 North Main Street adjoins the Commercial District to the west and the R-2 District to the east. Staff consulted with the City Attorney who stated that, per Section 150.071(C) (see above), application may be made for a Conditional Use Permit for a property in the Transitional District for any use that is a conditional use in an adjoining district. In this case, an applicant could apply for a conditional use allowable in either the Commercial District or the R-2 District.

It is Staff's understanding that a Conditional Use Permit may be coming forward to Council at their August 15, 2022 regular meeting.

STAFF RECOMMENDATION:

Discussion based on Council direction from the July 11, 2022 meeting. No motion necessary.

ATTACHMENT:

Zoning Code Sections 150.066 – 150.073

§ 150.066 OFFICIAL ZONING MAP.

The areas comprising these zoning districts and the boundaries of the districts are shown upon a map, which is a part of this chapter and which is on display in the City Clerk-Treasurer's Office, being designated as the Official Zoning Map of the City of Mantorville, with all proper notations, references, and other information shown thereon.

(Ord. 153, § 3.2, passed 3-24-2003)

§ 150.067 INTERPRETATION OF BOUNDARIES.

(A) Except where referenced on the Zoning Map to lot lines or other designated lines by dimensions shown on the map, the district boundary lines follow the centerline of streets, alleys, lakes, or rivers as they existed at the time of the adoption of this chapter.

(B) Questions concerning district boundary lines as shown on the Zoning Map shall be decided by the City Council.

(Ord. 153, § 3.3, passed 3-24-2003)

§ 150.068 CLASSIFICATION OF ANNEXED TERRITORY.

Areas hereafter annexed to the city are hereby declared to be in the R-1 Low Density Residential Zoning District.

(Ord. 153, § 3.4, passed 3-24-2003)

§ 150.069 R-1 SINGLE-FAMILY RESIDENTIAL DISTRICT.

(A) *Purpose and intent.* The purpose of the R-1 Single-Family Residential District is to provide for low to moderate density dwellings and directly related, complementary uses and to protect the integrity of the neighborhoods.

(B) *Permitted uses.* The following shall be permitted uses in the R-1 Low Density Residential District:

(1) Single-family detached dwellings including manufactured homes, provided manufactured homes permitted in this District shall be minimally 20 feet in width, shall have a roof line such as used on conventional on-site construction homes and buildings, meet all building code regulations, and be built or erected on a continuous frost-free foundation;

(2) Public recreation including parks and playgrounds and hiking and/or biking trails;

(3) Wildlife, forest, and wetland preserves or management areas, and game refuges;

(4) Child care facilities serving 12 or fewer persons;

(5) Residential programs (as defined by state statutes) with a licensed capacity of 6 or fewer persons;

(6) Historic sites; and

(7) Essential services.

(C) *Accessory uses.* The following shall be accessory uses in the R-1 Low Density Residential District:

(1) Accessory buildings or structures customarily incidental to the permitted principal use when located on the same property; and

(2) Accessory dwelling units that are located within an attached garage of a single family detached dwelling.

(D) *Conditional uses.* The following shall be conditional uses in the R-1 Low Density Residential District:

(1) Home occupations;

(2) Schools, churches, and other similar educational and institutional uses;

(3) Single-family attached dwellings (zero lot line) as specified in § 150.007;

(4) Two-family dwellings (duplex);

(5) Planned unit developments;

(6) Public and semi-public utilities and facilities such as substations, transformer stations and regulator stations without service or storage yards;

(7) Community buildings;

(8) Child care facilities serving 13 or more persons;

(9) Gardens and nurseries;

(10) Cemeteries, mausoleums, columbaria, including animal cemeteries;

(11) Hospitals, mental institutions, sanitariums and funeral homes;

(12) Intermediate, extended and long-term care facilities;

(13) Bed and breakfast facilities with up to 4 guest rooms;

(14) Home businesses; and

(15) Satellite dishes more than 36 inches in diameter.

(E) *Lot area, frontage, and setback regulations.*

(1) The following minimum requirements shall apply in the R-1 District:

	<i>Single-Family Detached</i>	<i>Single-Family Attached</i>	<i>Duplex</i>	<i>Other Uses</i>
Lot Width:				
at street line	45 feet	30 feet per unit	50 feet	100 feet
at building line	66 feet	40 feet per unit	80 feet	100 feet
Lot Area:	7,920 sq. feet	4,000 sq. feet/unit	8,000/unit	16,000 sq. feet
Setbacks:				
front	25 feet	25 feet	25 feet	25 feet
side	5 feet	5 feet	5 feet	5 feet
rear	25 feet	25 feet	25 feet	45 feet

(2) All buildings, accessory buildings, parking areas, or other structures shall comply with the minimum setback outlined herein, except that no accessory buildings shall be located nearer than 6 feet from any side or rear lot line. There shall be a minimum clearance of 6 feet between any accessory building and the principal structure. Detached garages constructed with a vehicular entry door located in the garage wall adjacent to an alley, shall be a distance of at least 15 feet from the alley line.

(F) *Lots fronting more than 1 street.* Lots fronting more than 1 street shall maintain a yard on those streets conforming to the requirements for front yard setbacks, side yard setbacks shall be maintained from the remaining lot lines except when a lot line is adjacent to an alley from which rear yard setbacks shall be maintained.

(G) *Maximum lot coverage.* The percentage of lot area covered by a main building and accessory buildings shall not exceed 25% in the R-1 District.

(H) *Height regulations.* No structure, hereafter erected or altered, shall exceed 35 feet or 2½ stories in height, except as otherwise provided by this chapter.

(I) *Height limit exceptions.*

(1) Established building height limits shall not apply to barns, silos, belfries, cupolas, spires, monuments, radio or television antennae, flag poles, chimneys or flues, water towers, or to poles, towers and other structures for essential services, nor to similar structures or necessary mechanical appurtenances extending from a roof upward and not occupying more than 25% of the area of the roof as projected onto a horizontal plane.

(2) When permitted in this district, public buildings, community buildings, schools, churches, hospitals, and other institutions, public utility and public service buildings and those for essential services, may be erected to a height not exceeding 75 feet, provided the side yard width and the rear yard depth be each increased 1 foot over and above the district requirement for each 2 feet of building height above the height limit.

(Ord. 153, § 3.5, passed 3-24-2003; Am. Ord. 150, passed 8-24-2015) Penalty, see § 10.99

§ 150.070 R-2 MULTI-FAMILY RESIDENTIAL DISTRICT.

(A) *Purpose and intent.* It is the purpose and intent of the R-2 Medium to High Density Residential District to establish areas within the city for primarily multiple family dwellings and uses to serve the neighborhoods.

(B) *Permitted uses.* The following shall be permitted uses in the R-2 Medium to High Density Residential District:

- (1) Single-family dwellings and manufactured homes as defined in § 150.069;
- (2) Two-family dwellings (duplex);
- (3) Multi-family dwellings including townhouses, garden apartments, tri-plexes and quadruplexes in groups of not more than 24 dwelling units in any 1 building;
- (4) Child care facilities serving 16 or fewer persons;
- (5) Residential programs (as defined by state statutes) with a licensed capacity of 6 or fewer persons;
- (6) Public recreation including parks, playgrounds and hiking and/or biking trails;
- (7) Wildlife, forest, and wetland preserves or management areas, and game refuge areas;
- (8) Historic sites;
- (9) Essential services; and

(10) Satellite dishes not more than 36 inches in diameter.

(C) *Accessory uses.* The following shall be accessory uses in the R-2 Medium to High Density Residential District:

(1) Accessory buildings or structures customarily incidental to the permitted principal use when located on the same property; and

(2) Accessory dwelling units that are located within the attached garage of a single family detached dwelling.

(D) *Conditional uses.* The following shall be conditional uses in the R-2 Medium to High Density Residential District:

(1) Home occupations or home businesses;

(2) Schools, churches, and other similar educational and institutional uses;

(3) Hotels, motels, rooming and boarding houses;

(4) Bed and breakfast facilities with up to 6 guest rooms;

(5) Hospitals, mental institutions, sanitariums, funeral homes, mortuaries, cemeteries, mausoleums, columbaria, including animal cemeteries;

(6) Convalescent (rest) homes designed and licensed to provide care for the aged or infirm persons;

(7) Planned Unit Developments (P.U.D.);

(8) Single-family detached or attached dwellings (zero lot line);

(9) Mobile home parks, subject to standards in § 150.089;

(10) Child care facilities serving 17 or more persons;

(11) Satellite dishes more than 36 inches in diameter; and

(12) Neighborhood oriented commercial uses such as retail grocery stores, beauty parlors, residential services, accessory uses, and retail sales directly associated with a historic site and located on the same property as the historic site.

(E) *Lot area, frontage, and setback regulations.* The following requirements shall apply in the R-2 District:

	<i>1 or 2 Families</i>	<i>3-6 Units</i>	<i>7-12 Units</i>	<i>13+ Units</i>	<i>Other Uses</i>
Lot Width:					
at street line	50 feet	70 feet	70 feet	70 feet	100 feet
at building line	80 feet	90 feet	100 feet	100 feet	100 feet
Lot Area:					
3-6 units	8,000 sq. feet plus 1,750 sq. feet per unit over 2				
7-12 units	15,000 sq. feet plus 1,500 sq. feet per unit over 6				
13+ units	24,000 sq. feet plus 1,250 sq. feet per unit over 12				
Setbacks:					
front	25 feet	25 feet	25 feet	25 feet	25 feet
side	6.5 feet	8 feet	8 feet	8 feet	12 feet
rear	25 feet	25 feet	25 feet	25 feet	45 feet

(F) *Lots fronting more than 1 street.* Lots fronting more than 1 street shall maintain a yard on those streets conforming to the requirements for front yard setbacks; side yard setbacks shall be maintained from the remaining lot lines except when a lot line is adjacent to an alley from which rear yard setbacks shall be maintained.

(G) *Maximum lot coverage.* Lot coverage shall not exceed 40% in the R-2 Districts.

(H) *Height regulations.*

(1) No structure, hereafter erected or altered, shall exceed 40 feet or 4 stories in height, except as otherwise provided by this chapter.

(2) Provided, however, public and semi-public buildings, churches, cathedrals, temples, hospitals, and schools may be erected to a height of 75 feet when set back from all lot lines not less than 1 foot for each 2 feet of building height over the height limit.

(Ord. 153, § 3.6, passed 3-24-2003; Am. Ord. 150, passed 8-24-2015) Penalty, see § 10.99

§ 150.071 TRANSITIONAL DISTRICT.

(A) *Purpose and intent.* It is the purpose and intent of the Transitional District to provide a buffering or transitional area between dissimilar districts and to accommodate an area undergoing a change from 1 predominate form of use to another.

(B) *Permitted uses.* Permitted uses shall be any use permitted in the most restrictive district, not including a P.U.D., adjoining the Transitional District. For purposes of determining the most restrictive district, the following order is established:

- (1) R-1 - Low Density Residential District is most restrictive;
- (2) R-2 - Medium to High Density Residential District; and
- (3) C - Commercial is least restrictive.

(C) *Conditional uses.* Conditional uses shall be any use permitted in an adjoining district, not including a P.U.D., and those defined as permitted uses in this Transitional District, and any use that is a conditional use in an adjoining district.

(Ord. 153, § 3.7, passed 3-24-2003) Penalty, see § 10.99

§ 150.072 COMMERCIAL DISTRICT.

(A) *Purpose and intent.* It is the purpose of the Commercial District to establish areas within the city for primarily commercial and related uses. The primary function of the Commercial District is to provide convenient and accessible locations for businesses that require such. The businesses and sales or display areas that are customarily incidental and traditionally carried out within a building shall be confined within that building.

(B) *Permitted uses.*

- (1) Professional offices and services such as medical, dental clinics and eye clinics, architects and attorneys, surveyors, and engineer offices;
- (2) Banks, financial institutions, insurance and real estate services;
- (3) Lodging services such as hotels and motels;
- (4) Food services including grocery stores, fruit, vegetable and meat markets, supermarkets, restaurants, cafes, supper clubs, delicatessens, candy shops and bakeries whose products are sold primarily at retail on the premises;
- (5) Filling stations and convenience stores;

- (6) Business services including banks, offices, postal stations, photocopy centers, and office or school supplies;
- (7) Personal services including barber/beauty shops, reducing salons, photographic and camera shops/supplies, and funeral homes;
- (8) Retail clothing services including dry cleaning/laundry establishments, laundromats, dressmaking/tailor shops, shoe sales/repair shops;
- (9) Department, variety, clothing, furniture, antique, gift, drug, hardware and book stores, news shops, flower shops, show rooms for articles to be sold at retail;
- (10) Automobile, truck, boat/trailer/implement sales and service establishments including equipment sales, washing services, commercial garages and repair shops (outdoor sales or storage subject to conditional use);
- (11) Auto supply and parts (indoor display and sales only);
- (12) Equipment services including radio and television shops, appliance sales and small appliance repair;
- (13) Residence when included as an integral part of the principal building to be occupied by the owner or his or her employee;
- (14) Retail sales of art, art supplies, school and office supplies, books and stationary, art galleries, art studios, picture framing;
- (15) Plumbing, heating, and electrical sales and show rooms;
- (16) News and communications offices and studios;
- (17) Paint, wallpaper, and home decorating supplies;
- (18) Government and utility buildings including vehicle and equipment garages;
- (19) Public recreation including parks/playgrounds and hiking/biking trails;
- (20) Recreational services including theaters, bowling alleys, pool/billiard rooms, dance halls, roller/ice skating rinks, coin operated amusements and similar commercial recreation facilities when contained within a building;
- (21) Wildlife, forest, and wetland preserves or management areas and game refuge areas;
- (22) Historic sites;

(23) Satellite dishes not more than 36 inches in diameter;

(24) Accessory uses customarily necessary to the permitted principal use; the use shall not be detrimental by reason of odor, smoke, noise, dust, or vibration;

(25) Schools, churches, assembly halls, and other educational and institutional uses; and

(26) Light manufacturing where all processing, fabricating, assembly, or disassembly of items takes place wholly within an enclosed building. Typical items for processing, fabricating, assembly, or disassembly include but are not limited to apparel, home accessories, food, drapes, clothing accessories, bedspreads, decorations, artificial plants, jewelry, instruments, computers, and electronic devices.

(C) *Conditional uses.*

(1) Multi-family dwellings and planned unit developments;

(2) Warehouses, distribution centers, and wholesaling merchandisers;

(3) Trucking and repair terminals;

(4) Bars, taverns, night clubs, private clubs, lodges, wholesale establishments, on and off sale liquor stores, trade schools, commercial/municipal parking garages and ramps;

(5) Drive-in or drive-through facilities associated with banks, restaurants, liquor stores, and the like;

(6) Veterinary clinics for small animals only (dogs, cats, and the like) with no outdoor cages, boarding, or storage;

(7) Child care facilities or group day care centers (including adult);

(8) Accessory buildings and uses customarily incidental to the permitted principal use when located on the same property and which will not be detrimental to the surrounding neighborhood by reason of odor, smoke, noise, dust, or vibration;

(9) Printing establishments, including newspaper and publishing houses;

(10) Apartments, provided they are located above the first floor level, the first level of which is occupied by a use permitted in the district;

(11) Underground bulk fuel storage facilities;

(12) Satellite dishes more than 36 inches in diameter;

(13) Public transportation terminals, public utility buildings, short wave/radio/television and other communications towers and transformer stations without storage yards;

(14) Adult uses as defined in § 150.090;

(15) Outdoor sales and/or storage of motorized vehicles, trucks, trailers, watercraft, recreation vehicles, and the like;

(16) Offsite parking lots; and

(17) Open air display areas for the sale of manufactured products such as outdoor furniture, hardware items, flower shops, and nursery stock.

(D) *Lot area, frontage, and setback requirements.*

(1) The following requirements shall apply in the Commercial District:

(a) Lot width - 50 feet at street line; and

(b) Lot area - 5,000 square feet.

(2) Except that in any district where public water or sanitary sewer services are not accessible, the minimum lot areas shall be increased as follows and any development of the lot shall be subject to the approval of the Council.

(3) Where both public sewer and public water supply are not accessible, the minimum lot area shall be 1 acre. (1 acre = 43,560 sq. feet or 4,840 sq. yards)

(4) Where a public water supply is accessible and private connections will be made to this supply system, but public sewer is not accessible, the minimum shall be 25,000 sq. feet. The minimum lot sizes may also be increased based upon plans for the proposed individual disposal system, including percolation tests and soil borings, which shall be submitted to the City Engineer for review prior to Council approval.

(5) Setbacks:

(a) Front - 0 feet;

(b) Rear - 15 feet; and

(c) Side - 0 feet.

(d) Thirty feet shall be required on that side of the property abutting any Residential District which shall include the required buffer yards and screening.

(E) *Height regulations.*

(1) No structure, hereafter erected or altered shall exceed 35 feet or 2 stories in height, except as otherwise permitted by this chapter.

(2) Provided, however, public and semi-public buildings, churches, cathedrals, temples, hospitals or schools may be erected to a height of 55 feet when set back from all lot lines not less than 1 foot, in addition to required setback dimensions, for each foot the building exceeds 35 feet in height.

(F) *Height limit exceptions.*

(1) Established building height limits shall not apply to barns, silos, belfries, cupolas, spires, monuments, radio or television antennae, flag poles, chimneys or flues, water towers, or to poles, towers and other structures for essential services, nor to similar structures or necessary mechanical appurtenances extending from a roof upward and not occupying more than 25% of the area of the roof as projected onto a horizontal plane.

(2) When permitted in a district, public buildings, community buildings, schools, churches, hospitals, and other institutions, public utility and public service buildings and those for essential services, may be erected to height not exceeding 75 feet, provided the side yard width and the rear yard depth be each increased 1 foot over and above the district requirement for each 2 feet of building height above the height limit.

(G) *Lots fronting on more than 1 street.* Lots fronting more than 1 street shall maintain a setback on those streets conforming to the requirements for front yard setbacks; side yard setbacks shall be maintained from the remaining lot lines except when a lot line is adjacent to an alley from which rear yard setbacks shall be maintained.

(H) *Lots of record.* Where existing lots fail to comply with the provisions of this chapter, the Council may after application for a conditional use permit as set forth in § 150.110 allow the minimum lot area to be reduced in conformity with the existing neighborhood, provided however, that lots of record in the R-1 District shall be deemed to comply with this section without provisional use permit provided the width of the lots is not less than 50 feet.

(I) *Buffer yards and screening.* All development in the Commercial District adjacent to or abutting any R-1, R-2, or residential use in the Commercial District and not separated therefrom by a street or alley, shall provide a buffer yard along the adjoining property line. See § 150.027. (Ord. 153, § 3.8, passed 3-24-2003; Am. Ord. --, passed 9-10-2012) Penalty, see § 10.99

§ 150.073 HISTORIC DISTRICT.

(A) *Purpose and intent.* It is the purpose and intent of the Historic District to preserve the environmental values of the City of Mantorville and its identity derived through its established Historic District by:

(1) Protecting against destruction of or encroachment upon historic areas, structures, and premises;

(2) Encouraging uses, which will lead to their continuance, conservation and improvement in a manner appropriate to the preservation of the cultural, social, economic, political, and architectural heritage of the City of Mantorville;

(3) Preventing creation of environmental influences adverse to the purposes; and

(4) Assuring that new structures and uses within the districts will be in keeping with the character to be preserved and enhanced.

(B) *Establishment of Historic District.* The Historic District contains a set of regulations superimposed upon the existing zoning use districts, superceding existing underlying regulations only to the extent expressed in the Historic District provisions, leaving in effect, in all other respects, the regulations applicable to the underlying use district in which the land is situated. An HD postfixed to a use district code letter designates the Historic District. Within this district, all uses not allowed as permitted uses are prohibited.

(C) *Establishment of the Restoration Association.* The Mantorville Restoration Association (MRA) is hereby appointed the responsibility of giving counsel to the governing body regarding the advisability of issuing a permit for construction, reconstruction, exterior alteration, razing, or relocation of any building or structure within the Historic District. For this purpose, the Mantorville Restoration Association may make and alter rules and regulations for its own organization and procedure.

(D) *Applicability.* No building or structure, including signs, shall be erected, constructed, reconstructed, substantially altered or restored, or razed within the Historic District unless the same is first approved by the governing body, acting upon the advice of the Mantorville Restoration Association, and making a finding that the proposal is architecturally compatible with the historical and/or architectural aspects of the area. If any proposed construction, reconstruction, exterior alteration, or relocation of a building would otherwise require the approval of a variance in accordance with the procedures set forth in § 150.111, the City Engineer shall notify the governing body of the facts and at the next regularly scheduled meeting, the governing body shall have the power, in its discretion, to waive any standards required by this Zoning Ordinance and to grant approval without the necessity of the applicant obtaining a variance as required by § 150.111. Before granting the approval, and waiver, the governing body shall make a finding that the waiver is deemed necessary in furtherance of the purpose and intent of the Historic District.

(E) *Standard for review.* The Restoration Association and governing body shall consider the following in review and action upon any proposal subject to the provisions of this section.

(1) Exterior architectural features including all signs, which are subject to public view from a public street or public place.

(2) General design, arrangement, texture, material, color, and fenestration of the proposed building or structure and the relation of the factors to similar features of buildings or structures of the period between 1854 and 1900.

(3) The extent to which the building or structure would be architecturally harmonious or compatible with the period between 1854 and 1900.

(4) The extent to which the building or structure will promote the general welfare of the city and all citizens by the preservation and protection of historic places and areas of historic interest in the city.

(5) The extent to which the preservation and protection will promote the general welfare by maintaining and increasing real estate values; generating business, attracting tourists, students, writers, historians, artists, and artisans; attracting new residents; encouraging study and interest in American history; stimulating interest and study in architecture and design; educating citizens in American culture and heritage; and making the city a more attractive and desirable place in which to live.

(6) The Restoration Association or governing body shall not consider interior arrangement, relative size of the building or structure, detailed design or features not subject to any public view, and shall not make any requirements except for the purpose of preventing developments architecturally incompatible with the historic aspects of the Historic District.

(Ord. 153, § 3.9, passed 3-24-2003) Penalty, see § 10.99

SUPPLEMENTAL REGULATIONS

§ 150.085 SIGN REGULATIONS.

(A) *Purpose.* The purpose of this section is to protect and promote the health, safety and welfare of the people of Mantorville through the establishment of standard regulations and procedures governing the erection, use, location, and display of signs.

(B) *Permit required.* No sign shall hereafter be located, erected, moved, reconstructed, extended, enlarged, converted, or structurally altered without a permit from the city except that signs permitted under division (C) of this section shall not need a permit from the city. The following 2 operations shall not be considered creating a new sign and therefore, shall not require a permit:

(1) *Replacing copy.* The changing of the advertising or message on an approved sign which is specifically designed for the use of a replaceable copy.

(2) *Maintenance.* Painting, cleaning and other normal maintenance and repair of a sign or a sign structure, unless a structural change is made or there is a change in the message.



City Council Report

To: Mayor and Council
From: Shirley Buecksler, City Clerk-Treasurer
Date: July 25, 2022

Mantorville Licensed Logo Clothing Order

BACKGROUND INFORMATION:

The City needs to place an order for additional Mantorville licensed logo t-shirts and sweatshirts, especially in children's sizes. There are currently no children's sizes in stock at City Hall.

Enclosed is Staff's recommendation on what we need to order and the cost. Also enclosed for reference are clothing prices from Kasson Laser Graphics and images of the Mantorville logo with one and two colors. Shirts we currently have on hand have the two-color graphic.

We understand that other businesses around the city also sell Mantorville clothing, such as the Welcome Center. At this time, the order recommended here is based on refilling stock at City Hall with small, medium and large sizes for children. Adult small sizes are similar to a child size large.

STAFF RECOMMENDATION:

Motion to approve an order for (52) Mantorville licensed t-shirts and sweatshirts in the amount of \$762.00.

ATTACHMENTS:

1. Clothing order
2. Pricing from Kasson Laser Graphics
3. Images of the Mantorville logo in one and two-color graphics

Here are my suggestions for a clothing order.

Child T-shirt small yellow (5) \$60.00

Child T-shirt medium yellow (5) \$60.00

Child T-shirt small blue (5) \$60.00

Child T-shirt medium blue (5) \$60.00

T-shirt Adult small yellow (5) \$60.00

T-shirt Adult small white (5) \$60.00

T-shirt Adult small blue (5) \$60.00

T-shirt adult small heather gray (5) \$60.00

Child Sweatshirt small blue (3) \$66.00

Child Sweatshirt medium blue (3) \$66.00

Adult Sweatshirt small blue (3) \$75.00

Adult Sweatshirt small heather gray (3) \$75.00

Total \$762.00

I also feel we should go with the 2 color logo because that is what our other clothing has.

Thank you!

Gretchen Lohrbach

Deputy City Clerk, Mantorville

T-Shirt & Sweatshirt Prices From Kasson Laser Graphics

1 Color (Black) Logo

*T-Shirt Child Small/Medium \$10.00

<u>*Adult T-Shirt</u>	<u>25 Pieces</u>	<u>50 Pieces</u>	<u>100 Pieces</u>
Sm/1X-Large	10.00	9.00	7.00
2X-Large	12.00	11.00	9.00
3X-Large	13.00	12.00	10.00

*Sweatshirt Child Small/Medium \$20.00

*Adult Sweatshirt	Small/1X-Large \$24.00
	2X-Large \$26.00
	3X-Large \$27.00

2 Color (Black & Yellow) Logo

*T-Shirt Child Small/Medium \$12.00

<u>*Adult T-Shirt</u>	<u>25 Pieces</u>	<u>50 Pieces</u>	<u>100 Pieces</u>
Sm/1X-Large	12.00	10.00	8.00
2X-Large	14.00	12.00	10.00
3X-Large	15.00	13.00	11.00

*Sweatshirt Child Small/Medium \$22.00

*Adult Sweatshirt	Small/1X-Large \$25.00
	2X-Large \$27.00
	3X-Large \$28.00



PC54 PORT AND COMPANY TEE
1 COLOR LOGO
YOUTH SMALL/MEDIUM COST \$10.00

<i>Kasson Laser Graphics</i>	
Description Mantorville Logo Shirts 2022	
Part Number	
Rev. 1	Date 7-14-22



PC54 PORT AND COMPANY TEE
2 COLOR LOGO
YOUTH SMALL/MEDIUM COST \$12.00

Kasson Laser Graphics	
Description Mantorville Logo Shirts 2022	
Part Number	
Rev. 1	Date 7-14-22



PC54 PORT AND COMPANY TEE
1 COLOR LOGO
YOUTH SMALL/MEDIUM COST \$10.00

Kasson Laser Graphics	
Description	
Mantorville Logo Shirts 2022	
Part Number	
Rev. 1	Date 7-14-22



PC54 PORT AND COMPANY TEE
2 COLOR LOGO
YOUTH SMALL/MEDIUM COST \$12.00

Kasson Laser Graphics	
Description	
Mantorville Logo Shirts 2022	
Part Number	
Rev. 1	Date 7-14-22



PC90 PORT AND COMPANY YOUTH HOODIE
1 COLOR LOGO
YOUTH SMALL/MEDIUM COST \$20.00

Kasson Laser Graphics	
Description	
Mantorville Logo Shirts 2022	
Part Number	
Rev. 1	Date 7-14-22



PC90 PORT AND COMPANY YOUTH HOODIE
2 COLOR LOGO
YOUTH SMALL/MEDIUM COST \$22.00

Kasson Laser Graphics	
Description	
Mantorville Logo Shirts 2022	
Part Number	
Rev. 1	Date 7-14-22

National Night Out 2022

Item	From	Quantity	Price	Donation/Notes	Total
Hot Dogs	Hy-Vee	20 pkgs (160)	\$0	Hy-Vee	\$0
Pre-cooked Brats	Hy-Vee	150	4/\$6.00		\$228.00
Hot Dog Buns	Hy-Vee	300	6/\$1.59		\$79.50
Brownies	Sam's Club	104	8/\$6.48		\$84.24
Grandma's Potato Salad	Hy-Vee	3 x 48oz	\$7.99		\$23.97
Variety Pack Chips/ 50 count	Sam's Club	150	50/\$9.98		\$23.94
Lemonade	Sam's Club	1 canister	\$7.98		\$7.98
9 oz Plastic Cups	Sam's Club	264 count	\$0	Leftovers	\$0
White Fork	Sam's Club	500 count	\$0	Leftovers	\$0
Napkins	Sam's Club	660 count	\$9.98		\$9.98
Small 6" Dessert Plates	Sam's Club	330 count	\$0	Leftovers	\$0
10" Plate	Sam's Club	2 - 250 count	\$0	Leftovers	\$0
Picnic Pack (Ketchup & Mustard & Relish)	Sam's Club	2	\$7.98		\$15.96
Aluminum Pans (ice)	Sam's Club	18 count	\$0	Leftovers	\$0
Baked Beans	Sam's Club	2-117oz cans	\$7.64		\$15.28
Cookies	Casey's	10 Dozen	\$0	Casey's	\$0
Bottled Water	Hy-Vee	144 bottles	\$0	Hy-vee	\$0
Ice	Casey's	?	\$0	Casey's	\$0
DCI Advertisement	DCI	1	\$55.50		\$55.50
Hy-Vee Spring Salad	Hy-Vee	3 x 48oz	\$7.99		\$23.97
Gloves	Sam's Club	1 box (2000)	\$9.98		\$9.98
Drink Dispenser Rental	Hardware H.		?		?
				Total	\$568.32

Fire Department: Tables
Grills
Food Warmers
Coolers
Gloves
Leftover Containers
Help with setting up and cleaning up.
Cooking and Serving

[illegible]