



Trail to the Past. Road to the Future.

CITY COUNCIL MEETING
MUNICIPAL COUNCIL CHAMBERS
21 5TH STREET E, MANTORVILLE, MN 55955
MONDAY, AUGUST 15, 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 25, 2022
 - B. Dodge County Board of Commissioners Meeting Minutes of July 12, 2022
 - C. Accounts Payable Claims List for August 15, 2022
 - D. Donations Received for National Night Out, Resolution No. 2022-33
 - E. Additional Election Judges for 2022 Election Cycle, Resolution No. 2022-35
 - F. 2023 Agreement Between Dodge County and City of Mantorville for Use of Pictometry Product
- 5. Proclamations, Presentations and Recognitions**
 - A. Mantorville Saloon Marigold Days Request
 - B. Presentation by Dodge Center Ambulance, Director Angie Jarrett
- 6. Public Safety Update**
 - A. Mantorville Fire Department General Meeting Minutes of August 3, 2022
 - B. Dodge County Sheriff's Report for Mantorville
- 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. Public Hearing**
 - A. Application for Conditional Use Permit to Allow for Construction Equipment Storage at 720 North Main Street – Applicant Jeremy Bigelow / Bigelow Homes, LLC
- 9. Old Business/New Business**
 - A. Gambling Permits for Dodge County Youth Hockey Association, Resolution Nos. 2022-31 and 2022-32
 - B. Gambling Permit for Mantorville Restoration Association, Resolution No. 2022-34

10. Reports

- A. Public Works Report
- B. City Clerk Report
- C. Consultant Report
- D. Committee Reports

Chamber, Economic Development Authority, Finance/Budget, Fire Department, Infrastructure, Kasson-Mantorville Joint Powers, Mantorville Restoration Association, Park Board, Personnel, Fire Relief, and Township

- E. Councilmember Reports
- F. Mayor's Report

11. Adjourn

Upcoming Meetings and Events in Mantorville:		
<i>July 1-September 1</i>	-- Larger Than Life Exhibit --	
<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>
<i>September 5, 2022</i>	-- City Offices Closed for Labor Day Holiday --	
<i>September 6, 2022</i>	<i>6:30 pm</i>	<i>Economic Development Authority Meeting</i>
<i>September 7, 2022</i>	<i>6:30 pm Training 8:30 pm Members Meeting</i>	<i>Mantorville Fire Department General Meeting</i>
<i>September 9-11, 2022</i>	-- Marigold Days Event --	
<i>September 12, 2022</i>	<i>6:30 pm</i>	<i>Regular City Council Meeting</i>
<i>September 26, 2022</i>	<i>6:30 pm</i>	<i>Regular City Council Meeting</i>
<i>September 27, 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		

Effective August 8, 2022, City Office Hours Have Changed:

**Open 7:00 am – 5:30 pm Monday thru Thursday
Closed Friday**

**City of Mantorville
City Council Minutes
July 25, 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 Wade Schroeder
Realtor John Buckingham

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 July 11, 2022
- B. Accounts Payable Claims List for July 25, 2022

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

Vote: 5 ayes / 0 nays. Motion carried.

5. Proclamations, Presentations and Recognitions

There were no proclamations, presentations and recognitions.

6. Public Safety Update

- A. Accept Resignation from Firefighter Chloe Bradford

Both Firefighter Chloe Bradford and Deputy Chief Williams were unable to attend tonight's meeting. City Clerk Buecksler read the following message from Deputy Chief Williams:

"I apologize for not being at this meeting, but I would like to say thank you to Chloe for joining our Department, even though it was for a short time. My favorite thing about Chloe is that she has never shied away from anything that was asked of her and she has never been afraid to ask a question; traits that a lot of people do not possess. She has reminded me that younger generations are strong enough to carry on traditions, even when we think they may not be. As long as she keeps that frame of mind, then I know she will go far. Good Luck, Chloe, and don't be a stranger!"

Chief Williams

Motion was made by Councilmember Hoaglund and seconded by Councilmember Keller to accept Chloe Bradford's resignation. Mayor Bradford said Chloe would be welcomed back anytime in the future.

Vote: 5 ayes / 0 nays. Motion carried.

7. Public Concerns

The following citizen(s) addressed the Council:

- Carol Andrist provided a claim from sewage that flooded into their basement in 2019.

Mayor Bradford said we will make sure our City Attorney receives a copy of it.

- Bill Reding, 220 West 6th Street, said the rain went into his yard. The trench has not been installed, yet. Snow Contracting was supposed to be here last week but did not show up. The Engineer was there. We need the drainage ditch back in.

Mayor Bradford said he will get together with Joe Adams and Engineer Tim Hruska on the progress.

Bill Reding added that the property to the south of his has gravel washing out and the bio log is still there.

Councilmember Kinney said Engineer Hruska has not signed off on the project, as there are items to be completed, yet.

Bill Reding said the cables from the culvert are sticking out about five inches (5"). He pointed this out to the Engineer. Also, the shut-off at 7th and Walnut Streets was pointed out to the Engineer. It is on private, not City, property.

8. Old Business/New Business

A. Property Located at 720 North Main Street, Transitional District

Realtor John Buckingham submitted a Conditional Use Permit and payment to the City Clerk and also passed out copies for Council. He also provided a list of signatures from property owners that about the property located at 720 North Main Street. The buyer of

this property is Bigelow Homes, he said. Bigelow Homes intends to use the property as secure storage for their construction trailers. They do not plan to install a fence.

A public hearing is required and is scheduled for August 15, 2022.

B. Mantorville Licensed Clothing Order

Council directed Staff to move forward with an order for Mantorville licensed clothing and agreed that Staff place future orders to maintain stock without Council approval.

10. Reports

A. Public Works Report

Wade Schroeder said a tree across from Mantor Field was split in the storm.

B. City Clerk Report

1) National Night Out Cost Estimates and Donations

Information was provided for Council on costs and donations for National Night Out. Donations were received from Hy-Vee Kasson, Casey's General Store, and Keller Properties. Donations will be accepted by resolution at the next regular Council meeting.

2) City Office Hours

Discussion on changing City Office hours year-round to four 10-hour days and closed on Fridays. (The Personnel Committee met after the Council meeting and recommended that Staff seek public input via the City's Facebook page before any decision is made.)

C. Consultant Report – *No Report*

D. Committee Reports

1) Chamber

Councilmember Hoaglund said the Chamber met at the Chamber President's home. The Kasson Chamber was also invited. John Buckingham attended.

2) Economic Development Authority – *No report*

3) Fire Department – *No report*

4) Infrastructure – *No report*

5) Kasson Mantorville Joint Powers – *No report*

6) Mantorville Restoration Association

Councilmember Hoaglund discussed the MRA's gambling license with the Mantorville Saloon. The Saloon has decided to allow Dodge County Youth Hockey Association to apply for the gambling license at their establishment. He said the MRA is an important part of this community. Councilmember Hoaglund also provided information on the City of Kasson's ordinance in regards to gambling in which they require 80% of profits be given back to the community, which is much higher than the state requirement. Councilmember Hoaglund would like to see Mantorville to pass a similar ordinance. Council discussed having the City Attorney look at the Kasson ordinance. City Clerk Buecksler said she forwarded it to City Attorney Dave Anderson last week when it was received from

Councilmember Hoaglund in the office. Council requested that a copy also be forwarded to them.

- 7) Personnel – *No report*
- 8) Relief – *No report*
- 9) Township – *No report*

E. Councilmember Reports – *No report*

F. Mayor's Report

Mayor Bradford brought home the 1st Place prize from the Mayor's Milking Contest at the Dodge County Fair. He plans to defend his title next year.

11. Adjourn

Motion was made by Councilmember Keller and seconded by Councilmember Ingalls to adjourn the meeting at 7:17 p.m.

Vote: 5 ayes / 0 nays. Meeting adjourned.

Respectfully Submitted,

Shirley R Buecksler
City Clerk-Treasurer

UNAPPROVED MINUTES OF THE DODGE COUNTY BOARD OF COMMISSIONERS REGULAR MEETING HELD JULY 12, 2022
--

Vice Chair

Convene County Board Meeting

The Dodge County Commissioners met in regular session July 12, 2022, in the Commissioner's Room at the Dodge County Government Services Building, Mantorville, MN, at 9:30 a.m. Vice Chair Rodney Peterson called the meeting to order at 9:30 a.m.

Attendee Name	Title	Status	Arrived
John Allen	District 1	Present	9:30 AM
Tim Tjosaas	District 2	Remote	9:30 AM
Rodney Peterson	District 3	Present	9:30 AM
Rhonda Toquam	District 4	Present	9:39 AM
David Kenworthy	District 5	Present	9:30 AM

Pledge of Allegiance

The pledge of allegiance was recited.

Determine Quorum

The Vice Chair acknowledged those present and established there was a quorum.

Also present:

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

Establish Agenda

Agenda Approved

It was noted there will not be a Public Health Committee Report, the Public Health Director was not available for today's meeting.

Motion by Kenworthy seconded by Allen to approve and adopt the agenda as presented.

Motion Adopted [Unanimous]

Consent Agenda

Motion by Kenworthy seconded by Allen to approve the following Consent Agenda items:

Motion Adopted [Unanimous]

1.1. Committee of the Whole - Committee Meeting - Jun 28, 2022 4:30 PM

- 1.2. Board of Commissioners - Regular Meeting - Jun 28, 2022 5:00 PM
- 1.3. Board of Appeal and Equalization - Regular Meeting - Jun 28, 2022 6:30 PM
- 1.4. Cell Phone Stipend Request for Health Educator
- 1.5. Final Payment for SAP 020-607-025

Guy Kohlhofer, County Engineer & Jessica Brennan, Highway Accountant
Road & Bridge 2021 Annual Report

Included in the Board packet was the completed 2021 annual report for fund 13, Road & Bridge. The report covered in detail the activities of the various accounts within the Road & Bridge Fund. The activities reported on are the revenues and expenditures necessary for the maintenance of the roads and bridges within the county.

Highway Accountant Jessica Brennan was available to answer questions.

Ms. Brennan reported that the Highway Department stayed on budget which was quite the feat. Overall, they spent \$4,000,000 on construction and \$8,000,000 total.

Commissioner Peterson wanted to know if there were any issues with the timing of funds coming in or going out?

The Highway Accountant reported there were no issues with funds coming in or going out.

Commissioner Allen thanked the Highway Department staff for posting drone pictures on their Facebook page of the road work that is being done on County Road 7 in the City of Dodge Center. The aerial pictures were taken above the project and provided a very good viewpoint of the work that is taking place on this project.

Ms. Brennan reported Ashley Larson in their office is responsible for getting the pictures and posting them on-line.

Commissioner Toquam arrived to the meeting at 9:39 a.m.

Thanks Board thanked Mr. Kohlhofer and Ms. Brennan for the report.

Motion No Vote

Buffy Beranek, SEMMCHRA Executive Director
Funding Request for SEMMCHRA System Replacement

Ms. Beranek met with the Board to discuss her request for ARP funding to assist with the SEMMCHRA system replacement. SEMMCHRA is requesting assistance, from the Counties through the ARP funding resources, with the cost of implementation and the hiring of a temporary full-time staff person to assist with the conversion of the software system at an estimated cost of \$74,696. Goodhue County agreed to pay for the contracted system cost.

Wabasha County assisted SEMMCHRA with CARES Act dollars to keep their organization safely open through the pandemic with capital, computer and software upgrades. Winona County will make their determination on June 28th for SEMMCHRA's ARP funding request. Ms. Beranek informed the Board that there is approximately \$6,800 from the software upgrade that is unfunded, this figure was not included in the Board packet material.

The Executive Director stated due to staffing vacancies, they have been able to fund the temporary full-time staff person from SEMMCHRA's operating budget. Ms. Beranek was happy to report, they have filled their administrative manager position as of July 11th and their property management position as of July 25th. SEMMCHRA's request from Winona and Dodge Counties is to assist with the salary/benefits for this temporary position for the remainder of the system implementation. Their scheduled Go-Live date is November 1, 2022 with an anticipated four months of "bugs" and additional module implementation. The annual salary and benefits for this temporary position is approximately \$56,000, the estimated remaining/prorated 7 months temporary salary/benefits (through 2/2023) is approximately \$33,000. If this was split between Winona and Dodge Counties, the request from each would be \$16,500. The amount that Ms. Beranek is requesting help with from both counties is \$16,500 plus the unfunded software upgrade amount of \$3,400 for a new total of \$19,900.

Commissioner Allen reported that he is against the request, he wasn't sure how much Dodge County benefited from the relationship with SEMMCHRA and noted the county spent years trying to get out of SEMMCHRA. Mr. Allen stated we have the Dodge County Historical Society and Fair Board that need money too and he's not convinced SEMMCRA is doing anything for the county. In addition, Commissioner Allen commented he wasn't supportive of giving any more money to SEMMCHRA, especially since they just learned today that more money was needed for software upgrades.

Commissioner Toquam informed the Board that Ms. Beranek is leading the charge at SEMMCHRA and doing a good job. Ms. Toquam felt the Executive Director is going good things for the cities of West Concord and Claremont.

Motion by Toquam seconded by Kenworthy to approve and authorize a payment of \$16,500 to SEMMCHRA with ARP funds.

Motion Adopted [4 to 1]

Lisa Kramer, Finance Director

Bills Reviewed

Ms. Kramer reviewed bills with the Board.

Motion by Toquam seconded by Allen to approve the bills as discussed in the following amounts from the appropriate funds as determined by Finance:

01	Revenue Fund	\$	131,265.33
13	Road and Bridge Fund	\$	48,416.30

16	Environmental Quality Fund	\$ 149,454.22
19	Eda/Hra-Dodge County	\$ 6,895.75
32	County Capital Projects	<u>\$ 342,988.00</u>
	Total	\$ 679,019.60

Motion Adopted [Unanimous]

2022 Supplemental Mileage Reimbursement Rate

The Finance Director reported as a result of the increased fuel prices, the IRS has raised the mileage rate effective July 1, 2022. The IRS mileage reimbursement rate is currently 58.5 cents per mile and is increasing to 62.5 cents per mile beginning July 1, 2022. This is a 4-cent increase from the first 6 months of the year.

Commissioner Toquam wanted to know if the county ever used a mileage reimbursement rate other than the IRS standard mileage rate.

Ms. Kramer reported that at the beginning of each year she reviews what the current IRS mileage reimbursement rate is and brings it to the County Board for approval. They have always recommended that the county follow the IRS standard mileage reimbursement rate.

Discussion took place regarding whether or not it was necessary to bring the reimbursement rate to the Board for approval every year if it's always set at the IRS standard mileage reimbursement rate. The Board was in agreement that it wasn't necessary to approve the rate annually. It was agreed that allowing the Finance Director to adjust the rate as needed to alignment with the IRS rate would ensure that the county's rate would remain current during fluctuating fuel prices.

Motion by Toquam seconded by Allen to approve and authorize the Finance Director to indefinitely adjust the mileage reimbursement rate as need to reflect the most current IRS standard mileage reimbursement rate, which is currently 62.5 cents per mile, effective July 1, 2022.

Motion Adopted [Unanimous]

New Employee Introduction

Zoning Administrator Catherine Grondin introduced Samantha Johnson who is the new Environmental Administrative Technician in Environmental Services.

The Board welcomed Ms. Johnson.

Catherine Grondin, Zoning Administrator

Planning Commission Recommendation

Ms. Grondin presented for the Board's consideration the July 6, 2022 Planning Commission recommendations.

The Zoning Administrator discussed IUP #22-05 Borcharding.

Motion by Kenworthy seconded by Tjosaas to approve of the following action of the Planning and Zoning Commission as reviewed on July 6, 2022 with the reasons, recommendations and conditions as found in the individual permit:

IUP #22-05 Borcharding

The first public hearing is to consider an application for Interim Use Permit #22-05 for a temporary second dwelling. The property is located in the Agricultural District on approximately 10 acres, Section 11, Wasioja Township. The applicant and property owner are Chris Borcharding.

RECOMMENDATIONS

The Environmental Services Staff recommends approval of the Interim Use Permit (I.U.P.) as the request meets the ordinance requirements and criteria. The following conditions are recommended:

1. Documentation of the temporary second dwelling building sewer's connection to the existing dwelling sewer along with an as-built/final drawing of the connection shall be required prior to the temporary second dwelling being occupied. A pressure test form shall be provided if the building sewer is located between 20'-50' of the well, the building sewer must not be closer than 20' to the well. A Septic Permit will be required in the event a tank needs to be added or if modifications have to be made to the current septic system.
2. An Ag Covenant shall be signed and recorded prior to issuance of the Zoning Permit.
3. A Dodge County Zoning Permit shall be obtained before construction or before any structure is moved onto the property.
4. The temporary second dwelling will need to share an access driveway to 595th Street with the Single Family Primary Dwelling Unit. The drive shall adhere to the requirements of the Dodge County Road Authority.
5. The property owners shall be required to sign and record a restrictive covenant which would prevent the TSDU from being split off and sold as a separate Single Family Primary Dwelling Unit Site.
6. The property owners shall supply ownership information for the park model home to the Environmental Services Department.
7. In compliance with Section 16.20.1 of the Dodge County Zoning Ordinance, the IUP for the temporary second dwelling shall expire five (5) years from the date of County Board approval. The IUP may be extended for one (1) additional five (5) year term, provided;
 - a. The IUP is not null and void under the terms of Section 16.20.D.I or 16.20.D.II,

above.

- b. The IUP extension request is accompanied by a signed statement from other landowners in the quarter section who are eligible for a TSDU, which indicates they understand they are foregoing their right to a TSDU for an additional five (5) year time period, and
- c. The extension request is received by the ES Department a minimum of ninety (90) days before expiration, and
- d. The County Board approved the extension request before the expiration date of the IUP, which is five (5) years from the date of original County Board approval.

Motion Adopted [Unanimous]

Melissa DeVetter, Project Manager

MDH Accelerated Implementation Radium Grant

Ms. DeVetter informed the Board the Galena limestone aquifer is a major source of drinking water for citizens of Dodge County and the surrounding region. In 2014 and 2015, radium (gross alpha) results from testing of a private drinking water well located one mile south and west of Claremont significantly exceeded the drinking water standard. When considered together with the multiple exceedances of the radium drinking water standard observed in the Claremont city well (also a Galena well), it raises questions and concern of more widespread elevated radium in other private drinking water wells finished in this aquifer.

Although, radionuclides occur naturally in Minnesota and can be found in small amounts in groundwater, it is found primarily in sandstone aquifers, such as the St. Peter. Consuming water that has radium levels near or in exceedance of the Maximum Contaminant Level (MCL) of 5.0 pCi/L exposes individuals to doses of radiation every day. This exposure, when combined with other sources, can increase the risk of developing health issues, including but not limited to blood and bone cancer.

Previous consultations with Minnesota Department of Health staff following these observations offered a couple of possible explanations, both of which will be explored during this project. In the December 21st, 2010 (Lundy) study titled “*Distribution of Radium in Minnesota Drinking Water Aquifers*”, it was noted that out of 162 tests of combined radium in public drinking water supply wells, the four that exceeded the combined radium MCL were all within the DesMoines Lobe footprint.

One hypothesis for this occurrence is that the abrasive action of the DesMoines Lobe, as it moved southward, could have scraped away portions of the St. Peter and deposited them along the edge of the lobe, which is located above the Galena limestone aquifer. As time passed, leaching of rainwater through the elevated portions of the St. Peter moved the associated radium deposits down into the Galena aquifer, and is responsible for the elevated presence of radium in the Galena wells along the edge of the DesMoines.

However, the more likely explanation for the presence of radium observed in the private drinking water well finished in the Galena aquifer could be attributed to one of the faults associated with the Mid-Continent Rift. These are major faults that extend all the way through

southeastern Minnesota sedimentary bedrock and into Precambrian bedrock below. In this case, the presence of radium in the Galena aquifer could be the result of an upwelling of groundwater from the lower St. Peter sandstone aquifer. Along this flow path, anoxic, iron reducing conditions in confined areas of the aquifer may provide geochemical conditions that promote the mobilization of radium to solution, according to study published in Science Direct (February 2018) regarding radium mobility and the age of groundwater in public drinking water supplies.

Dodge County Environmental Services applied for the Minnesota Department of Health's Accelerated Implementation Grant to further investigate this issue. Minnesota Department of Health staff notified the county that the proposed project had been approved for full funding in the amount of \$42,920.00.

The goal of this grant project is to determine if there is a correlation between the presence, concentration and spatial representation of radium in private drinking water wells appropriating water from the Galena aquifer located in the Des Moines Lobe in proximity to the fault associated with the Mid-Continent Rift, or if the presence of radium observed in the wells in this area were an isolated incident. Should a correlation exist, the objective is to use this information to educate landowners of the potential risks associated with consumption of their water and to identify treatment options and to identify the potential source of the radium in the Galena aquifer.

Selected wells will be sampled for Calcium, Magnesium, Sodium, Arsenic, Bromide, Chloride, Sulfate, Nitrate +Nitrite, Iron, Manganese, Gross Alpha, Radium-226 and Radium-228. Sampling would also involve collecting field parameters including: pH, conductivity, and temperature to check for stabilization.

The outcome of this project is the potential ability to apply the results of this Dodge County study to adjacent counties that have similarly situated wells located in the proximity of the Mid-Continent Rift that are appropriating water from the Galena aquifer. In addition, the information obtained from the sampling efforts could result in the explanation of why radium is even present in the Galena aquifer. The end result of this effort could be a map showing the geographic distribution of radium in private drinking water wells in relation to the Des Moines Lobe and Mid-Continent Rift fault line. This map would be able to prepare staff for future implementation and mitigation efforts as it may provide information that can be used to quickly target other homeowners outside of the study area who may be at risk of having radium present in their drinking water. Those identified can be contacted to educate them about proactive and inexpensive home water treatment mitigation measures that can be taken, which can include reverse osmosis, properly functioning water softeners, and ion exchange systems, as well as financial resources that may be available for these options. Following sampling, Department staff will work with the Minnesota Department of Health and Minnesota Geological Survey to assess samples for determining the source water of the radium, which will expand the understanding of radium in the Galena aquifer.

For those wells where the first round of sampling indicated a radium issue and where a treatment system is installed, Dodge County will conduct follow-up testing of the same

parameters to re-evaluate the drinking water quality and effectiveness of the selected treatment.

Included in the Board packet was the proposed Grant Agreement for the radium project (SWIFT Contract Number: 213001) in the amount of \$42,920.00. There is no required county match for this grant and county labor involved with well and field sampling will be reimbursed by the grant funds in accordance with Exhibit B (Grantees Budget).

Motion by Kenworthy seconded by Allen to approve and authorize the Grantee's Authorized Representative, Melissa DeVetter, to sign the Minnesota Department of Health Grant Agreement in the amount of \$42,920.00 so that it can be executed by Minnesota Department of Health and work can begin to further investigate the presence of radium in Dodge County drinking water supplies.

Motion Adopted [Unanimous]

**University of Minnesota Extension Southeast Regional Sustainable Development
Partnership Grant**

The Project Manager reported Dodge County owns and manages the Dodge County Transfer Station and Recycling Center (DCTSRC) and adjacent properties. This facility currently partners with Olmsted County to produce electricity from solid waste through the Waste to Energy Facility. It also houses a single sort recycling collection center and works with the public and local businesses to reduce waste, increase recycling, and support efforts for composting. Adjacent lands that are part of the DCTSRC facility operations includes an accessory solar energy facility to provide clean energy and approximately 16 acres of native prairie planted to offset the carbon footprint and provide beneficial habitat. Recently, the Environmental Services Department also secured funding for the construction of a building to serve as a local collection center, partnering with Rochester's Habitat for Humanity ReStore to promote beneficial reuse of materials, consistent with existing facility goals and operations.

In December 2021, Dodge County Environmental Services obtained County Board approval to pursue development of a public park with a trail system on 32 acres of land adjacent to the DCTSRC facility. The park project, developed in three phases over approximately five years, will complement existing DCTSRC efforts through its message on the importance of environmental, social and economic responsibility and sustainability which will be demonstrated through its development, features, programming and on-going operation.

Development of Phases 1 and 2 of the public park project are currently underway. Phase 1 involves the enhancement of the wooded screening buffer into a mixed native forest stand, providing beneficial food and cover for wildlife. Phase 2 of the project restores a former soybean field and farmed wetlands into a native prairie planting and wet meadow with an emphasis on forbs to attract, retain and provide beneficial habitat with a primary focus on pollinators. Phase 3 is development of the educational components of the park including demonstration rain gardens, plant and pollinator identification areas, exhibits, a sculpture and an environmental learning center building.

As one part of Phase 3, the Environmental Services Department submitted a project brief to the University of Minnesota's Southeast Regional Sustainable Development Partnership for the development of architectural designs for the proposed environmental learning center (ELC). This building would serve as a space for environmental education classes, exhibits and programming to promote the messages of environmental, social and economic responsibility and sustainability. The ELC would embody these principals as the goal is to achieve a "net zero energy" building that would be constructed from recycled and reused materials that might otherwise end up in a demolition landfill.

It is anticipated that the ELC would initially be available to the schools, community education programs, and civic organization meetings; however, the end goal is for all visitors to have access during park hours, when the building is able to be appropriately staffed. The outdoor education area associated with the ELC building will be open to the public year-round during normal park hours.

Dodge County's proposal for the development of architectural design plans for the ELC was selected for funding and staff will be working with U of M staff and students on the design plans.

Ms. DeVetter stated no funds or county match are required by the county other than reporting.

Motion by Kenworthy seconded by Toquam to approve and authorize Environmental Services to work with the University of Minnesota Extension to secure an Environmental Learning Center Plan Grant to develop architectural design plans for the proposed Dodge County Park Environmental Learning Center Project.

The Board thanked Ms. DeVetter for the information.

Motion No Vote

Paul Kiltinen, County Attorney

Mr. Kiltinen provided the Board with a legal update.

The County Attorney informed the Board that South Country has engaged Lockridge, Grindal and Nauen (LGN) to represent South Country and the counties for the DHS mediation process to object the Department's decision to disregard the County's decision to provide healthcare services under state statute to eligible recipients, South Country and MnPrairie would like to one-source for Medicare. This representation will be funded through South Country. Yesterday Leota Lind from South Country Health Alliance provided the county with a sample resolution which would authorize legal representation for Dodge County in mediation in challenging the DHS's procurement determinations.

Commissioner Toquam offered the following resolution (#2022-38), seconded by Commissioner Allen:

Resolution Authorizing Legal Representation

WHEREAS, the Dodge County Board of Commissioners objects to the Department's decision to disregard the County's decision to provide healthcare services under Minn. Stat. § 256B.69 and Minn. Stat. § 256B.692 to eligible recipients of Minnesota Senior Health Options (MSHO) and Minnesota Senior Care Plus (MSC+), and Minnesota's Families and Children's Program (F&C) within the County; and

WHEREAS, the Dodge County Board of Commissioners previously authorized the County to request mediation under Minn. Stat. § 256B.69, subd. 3a to challenge the Department's procurement decision; and

WHEREAS, the County Board of Commissioners has authorized [SCHA] as a single entity representing a group of counties, including Dodge County, to seek mediation with the Department; and

WHEREAS, the South Country Health Alliance Joint Powers Board has retained the law firm of Lockridge Grindal Nauen PLLP to represent South Country Health Alliance in mediation with the Department pursuant to Minn. Stat. §256B.69, subd. 3a(d), both on behalf of the County individually and through [SCHA] as the single entity representing a group of county boards in challenging the Department's procurement determinations in mediation or, as necessary, in other legal action.

NOW, THEREFORE BE IT RESOLVED, that the Dodge County Board of Commissioners, hereby authorizes Lockridge Grindal Nauen PLLP to represent the County in mediation with the Department pursuant to Minn. Stat. §256B.69, subd. 3a(d), both on behalf of the County individually and through [SCHA] as the single entity representing a group of county boards.

Resolution Adopted [Unanimous]

Matt Maas, PSAP/Emergency Management Director**Dodge County Hazard Mitigation Plan**

Mr. Maas reported Emergency Management Staff has worked with the University of Minnesota and State Officials over the last year to update the county's Hazard Mitigation Plan. This plan was originally written and adopted by the County Board in 2010. This plan is required by FEMA and HSEM as a grant requirement. Having a plan like this in place to mitigate the damages from disasters in Dodge County enables Dodge County to apply for and receive state and federal disaster funds upon a declared disaster.

Included in the Board packet was the final hazard mitigation plan that has been approved by FEMA. This plan is also being adopted by all of the cities and townships within Dodge County as they participated in creating the plan.

The PSAP/Emergency Management Director is requesting approval of the proposed resolution adopting this hazard mitigation plan.

Commissioner Kenworthy thanked Mr. Maas for his work on the plan.

Mr. Maas reported Erin Speck did a lot of work on this plan too.

Commissioner Allen offered the following resolution (#2022-39), seconded by Commissioner Kenworthy:

Adoption of the Dodge County All-Hazard Mitigation Plan

WHEREAS, the County of Dodge has participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000; and

WHEREAS, the Act establishes a framework for the development of a multi-jurisdictional County Hazard Mitigation Plan; and

WHEREAS, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and businesses; and

WHEREAS, the Dodge County Plan includes a risk assessment including past hazards, hazards that threaten the County, an estimate of structures at risk, a general description of land uses and development trends; and

WHEREAS, the Dodge County Plan includes a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

WHEREAS, the Dodge County Plan includes a maintenance or implementation process including plan updates, integration of the plan into other planning documents and how Dodge County will maintain public participation and coordination; and

WHEREAS, the Plan has been shared with the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency for review and comment; and

WHEREAS, the Dodge County All-Hazard Mitigation Plan will make the county and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants; and

WHEREAS, this is a multi-jurisdictional Plan and cities that participated in the planning process may choose to also adopt the County Plan.

NOW THEREFORE BE IT RESOLVED, that the County of Dodge supports the hazard mitigation planning effort and wishes to adopt the All-Hazard Mitigation Plan.

Resolution Adopted [Unanimous]

Jim Elmquist, County Administrator

Personnel Actions Reviewed

Mr. Elmquist presented the Personnel Agenda for the Board's consideration.

Motion by Toquam seconded by Kenworthy to approve the following personnel actions:

A. Sheriff

A.1 Marissa Erdman - Public Safety Telecommunicator
Authorization to hire at B23 step 4 \$23.34 to fill approved vacancy.
Effective Date: 7/11/22

A.2 Annalise Jobes - Public Safety Telecommunicator
Authorization to hire at B23 step 4 \$23.34 to fill approved vacancy.
Effective Date: 7/25/22

A.3 Paula Shaner - Public Safety Telecommunicator
Authorization to hire at B23 step 4 \$23.34 to fill approved vacancy.
Effective Date: 7/25/22

B. Public Health

B.1 Mayra Monarrez - Community Health Worker
Authorization to change status from Bi-Lingual Specialist to Community Health Worker B23 step 9 \$20.41 to fill approved vacancy.
Effective Date: 7/12/22

Motion Adopted [Unanimous]

Mr. Elmquist provided the Board with a County Administrator update.

The County Administrator informed the Board there will be a closed session after the next meeting to discuss union negotiations.

Mr. Elmquist reported DFO has asked for a name change recommendation from Dodge County in order to move forward with redoing the community corrections joint powers agreement between Dodge County and Olmsted County since Fillmore County will be dropping out of DFO at the end of this year.

Commissioner Kenworthy suggested D & O to differentiate between other organizations with the same letters.

Other name options were discussed.

It was the consensus of the Board to suggest D & O as the new name for the community corrections joint powers agreement between Dodge County and Olmsted County.

Motion No Vote

Public Health Committee Report - Commissioner David Kenworthy

The Public Health Director was unavailable for the meeting today so there was no Public Health Committee meeting to report.

Motion No Vote

Administration Committee Report - Commissioner Rodney Peterson

Commissioner Peterson presented a summary of the Administration Committee report and action items.

Commissioners provided their agency reports. Commissioner Allen did not have any meetings to report. Commissioner Kenworthy didn't have any meetings to report. Commissioner Peterson attended a One Watershed One Plan Board meeting and a MnPrairie Board meeting. Commissioner Tjosaas attended a meeting with the Sheriff and a meeting with the Finance team. Commissioner Toquam attended a SHCA meeting.

Motion No Vote

The County Administrator discussed with the Board removing the Other Deferred Business items listed on the back page of the agenda. One of the items listed has resolved itself and the other issue will be brought up for further discussion next year.

Motion by Allen seconded by Toquam to remove the following items from the Deferred Business section of the agenda: Enrolling Part-Time Law Enforcement Officers into Police & Fire PERA and Bingo Pavilion Quotes.

Motion No Vote

Adjourn**Meeting Adjourned**

The Vice Chair adjourned the meeting at 10:21 a.m.

The next meeting of the Dodge County Board of Commissioners will be held on July 26, 2022 at 5:00 p.m.

Motion No Vote

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Payments

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Payments Batch 081022PAY

\$60,726.72

Refer	0	-		
Invoice				
Transaction Date	8/10/2022	Citizens State Bank	10100	Total
Refer	0 AFLAC	-		
Cash Payment	G 101-21710 AFLAC	Acct #P8873		\$33.12
Invoice	215024	8/15/2022		
Transaction Date	8/10/2022	Citizens State Bank	10100	Total
				\$33.12
Refer	0 AMAZON	Ck# 005727	8/15/2022	
Cash Payment	E 101-45200-404 Repairs/Maint Machinery	Mower Blades		\$95.03
Invoice	07/12/22	8/15/2022		
Transaction Date	8/10/2022	Citizens State Bank	10100	Total
				\$95.03
Refer	0 AMAZON	Ck# 005726	8/15/2022	
Cash Payment	E 101-41500-200 Supplies	Supplies		\$22.65
Invoice	07/18/22	8/15/2022		
Cash Payment	E 101-43100-200 Supplies	Supplies		\$8.99
Invoice	07/18/22	8/15/2022		
Transaction Date	8/10/2022	Citizens State Bank	10100	Total
				\$31.64
Refer	0 AMAZON	Ck# 005725	8/15/2022	
Cash Payment	E 101-41410-430 Miscellaneous	Lanyards		\$27.79
Invoice	July 12,2022	8/15/2022		
Transaction Date	8/10/2022	Citizens State Bank	10100	Total
				\$27.79
Refer	0 AMAZON	Ck# 005743	8/15/2022	
Cash Payment	E 101-41940-220 Bldg.Repair and Mainten	Ramps		\$88.00
Invoice	08/01/22	8/15/2022		
Transaction Date	8/10/2022	Citizens State Bank	10100	Total
				\$88.00
Refer	0 BADGER METER	-		
Cash Payment	E 602-49450-300 Professional Svcs (GENE	order date 07/29/22		\$229.09
Invoice	80104076	8/15/2022		
Cash Payment	E 601-49400-720 Operating Transfers	order date 07/29/22		\$152.72
Invoice	80104076	8/15/2022		
Transaction Date	8/10/2022	Citizens State Bank	10100	Total
				\$381.81
Refer	0 BANK OF ZUMBROTA	-		
Cash Payment	E 312-47000-601 Debt Srv Bond Principal	Loan XXXXXX6419		\$22,987.50
Invoice	07/18/22	8/15/2022		
Cash Payment	E 312-47000-611 Bond Interest	Loan XXXXXX6419		\$4,362.50
Invoice	07/18/22	8/15/2022		
Transaction Date	8/10/2022	Citizens State Bank	10100	Total
				\$27,350.00
Refer	0 BOUND TREE MEDICAL, LLC	-		
Cash Payment	E 101-42200-311 First Responder Train/Eq	Acct #WEB027946		\$27.80
Invoice	84578428	8/10/2022		
Cash Payment	E 101-42200-311 First Responder Train/Eq	Acct #WEB027946		\$68.98
Invoice	84574995	8/10/2022		

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Cash Payment	E 101-42200-311 First Responder Train/Eq	Acct #WEB027946			\$32.28
Invoice	84574994	8/10/2022			
Cash Payment	E 101-42200-311 First Responder Train/Eq	Acct #WEB027946			\$48.58
Invoice	84607600	8/10/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$177.64
Refer	0 CASEYS BUSINESS MASTERCARD	Ck# 005738	8/10/2022		
Cash Payment	E 101-42200-212 Motor Fuels	Acct #BY695			\$252.28
Invoice	07/18/22	8/15/2022			
Cash Payment	E 101-43100-212 Motor Fuels	Acct #BY695			\$145.46
Invoice	07/18/22	8/15/2022			
Cash Payment	E 101-45200-212 Motor Fuels	Acct #BY695			\$77.44
Invoice	07/18/22	8/15/2022			
Cash Payment	E 602-49450-212 Motor Fuels	Acct #BY695			\$277.27
Invoice	07/18/22	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$752.45
Refer	0 CASEYS BUSINESS MASTERCARD	Ck# 005734	8/15/2022		
Cash Payment	E 101-41410-430 Miscellaneous	Order 08/09/2022			\$31.96
Invoice		8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$31.96
Refer	0 CLAREMONT SERVICE CENTER	-			
Cash Payment	E 101-42200-228 Equip. Repair and Mainte	SERVICE FOR PICKUP K3500			\$266.76
Invoice	76977	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$266.76
Refer	0 CMS - CONSTRUCTION MGMT. SE	-			
Cash Payment	E 101-42400-300 Professional Srvs (GENE	Acct # MN000			\$294.59
Invoice	07/31/22	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$294.59
Refer	0 DEPARTMENT OF LABOR & INDUS	-			
Cash Payment	E 101-42400-300 Professional Srvs (GENE	QUARTERLY SURCHARGE REPORT 06/30/22			\$703.39
Invoice		8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$703.39
Refer	0 DALCO	-			
Cash Payment	E 101-42200-217 Other Operating Supplie	ACCT #3610222			\$84.70
Invoice	3956135	8/15/2022			
Cash Payment	E 101-42200-217 Other Operating Supplie	ACCT #3610222			\$65.50
Invoice	3965044	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$150.20
Refer	0 CITY OF DODGE CENTER	-			
Cash Payment	E 101-42200-311 First Responder Train/Eq	AMBULANCE TRAINING CUST #MANTFIRE			\$1,150.00
Invoice	11346	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$1,150.00
Refer	0 DODGE COUNTY INDEPENDENT	-			
Cash Payment	E 101-41110-352 Publishing	NOTICE OF FILING FOR CITY ELECTION			\$84.87
Invoice	14322	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$84.87
Refer	0 EARLS SMALL ENGINE REPAIR	-			

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Cash Payment	E 101-45200-404 Repairs/Maint Machinery	STIHL BULK STRING			\$59.99
Invoice	07/21/22	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$59.99
Refer	0 FIRE SAFETY USA, INC	-			
Cash Payment	E 101-42200-240 Tools and Minor Equipm	LEATHERHEAD HOOLIGAN BAR			\$205.00
Invoice	156602	8/15/2022			
Cash Payment	E 101-42200-240 Tools and Minor Equipm	LEATHERHEAD HOOLIGAN BAR			\$55.00
Invoice	159730	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$260.00
Refer	0 FURTHER	Ck# 005742 8/15/2022			
Cash Payment	G 101-21714 Health Savings Account	HAS			\$224.99
Invoice	08/09/2022	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$224.99
Refer	0 FURTHER	Ck# 005728 8/15/2022			
Cash Payment	G 101-21714 Health Savings Account	EE HSA			\$50.00
Invoice	07/27/2022	8/15/2022			
Cash Payment	G 101-21714 Health Savings Account	ER HSA			\$174.99
Invoice	07/27/2022	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$224.99
Refer	0 GOPHER STATE ONE CALL	-			
Cash Payment	E 601-49400-300 Professional Srvs (GENE	ACCT #MN00515			\$16.20
Invoice	2070567	8/15/2022			
Cash Payment	E 602-49450-300 Professional Srvs (GENE	ACCT #MN00515			\$10.80
Invoice	2070567	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$27.00
Refer	0 HAWKINS, INC	-			
Cash Payment	E 601-49400-216 Chemicals and Chem Pr	CHLORINE CYLINDERS			\$20.00
Invoice	6238016	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$20.00
Refer	0 HOMETOWN HAULERS	-			
Cash Payment	E 101-42200-217 Other Operating Supplie	DATE 8/01/22			\$42.50
Invoice	2224	8/15/2022			
Cash Payment	E 101-41940-384 Refuse/Garbage Dispos	DATE 8/01/22			\$42.50
Invoice	2224	8/15/2022			
Cash Payment	E 101-41940-384 Refuse/Garbage Dispos	DATE 8/01/22			\$100.00
Invoice	2224	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$185.00
Refer	0 HY-VEE ACCOUNTS RECEIVABLE	Ck# 005736 8/15/2022			
Cash Payment	E 101-41500-437 Other Miscellaneous	SUPPLIES FOR NATL. NIGHT OUT			\$318.59
Invoice		8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$318.59
Refer	0 INTERNAL REVENUE SERVICE	Ck# 005740 8/15/2022			
Cash Payment	G 101-21703 FICA Tax Withholding	SOCIAL SECURITY			\$971.98
Invoice	08/09/22	8/15/2022			
Cash Payment	G 101-21709 Medicare	MEDICARE			\$227.32
Invoice	08/09/22	8/15/2022			

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Cash Payment	G 101-21701 Federal Withholding	TAX WITHHOLDING		\$630.82
Invoice	08/09/22	8/15/2022		
Transaction Date	8/10/2022	Citizens State Bank	10100	Total \$1,830.12
Refer	0 INTERNAL REVENUE SERVICE	Ck# 005729	8/15/2022	
Cash Payment	G 101-21703 FICA Tax Withholding	SOCIAL SECURITY		\$1,032.42
Invoice		8/15/2022		
Cash Payment	G 101-21709 Medicare	MEDICARE		\$241.44
Invoice		8/15/2022		
Cash Payment	G 101-21701 Federal Withholding	TAX WITHHOLDING		\$695.25
Invoice		8/15/2022		
Transaction Date	8/10/2022	Citizens State Bank	10100	Total \$1,969.11
Refer	0 JACOBSEN LAW FIRM, P.A.	-		
Cash Payment	E 101-41600-304 Legal Fees	08/01/2022		\$220.00
Invoice	3597	8/15/2022		
Transaction Date	8/10/2022	Citizens State Bank	10100	Total \$220.00
Refer	0 KASSON HARDWARE HANK	-		
Cash Payment	E 101-45200-401 Repairs/Maint Buildings	ACCT #355170		\$29.97
Invoice	07/31/22	8/15/2022		
Cash Payment	E 101-45200-404 Repairs/Maint Machinery	ACCT #355170		\$64.04
Invoice	07/31/22	8/15/2022		
Cash Payment	E 101-41940-220 Bldg.Repair and Mainten	ACCT #355170		\$66.42
Invoice	07/31/22	8/15/2022		
Cash Payment	E 101-42200-217 Other Operating Supplie	ACCT #355170		\$83.94
Invoice	07/31/22	8/15/2022		
Transaction Date	8/10/2022	Citizens State Bank	10100	Total \$244.37
Refer	0 KENNEDY & GRAVEN, CHARTERE	-		
Cash Payment	E 101-41600-304 Legal Fees	LEGAL SERVICES		\$495.00
Invoice	168668	8/15/2022		
Transaction Date	8/10/2022	Citizens State Bank	10100	Total \$495.00
Refer	0 K-M TELECOM	-		
Cash Payment	E 101-41940-321 Communications Phone/	CITY HALL MAIN 5170		\$156.17
Invoice	08/01/2022	8/15/2022		
Cash Payment	E 101-41940-321 Communications Phone/	CITY HALL - 5176 - 2ND LINE		\$47.98
Invoice	08/01/2022	8/15/2022		
Cash Payment	E 601-49400-321 Communications Phone/	WELL HOUSE FIBER		\$25.00
Invoice	08/01/2022	8/15/2022		
Cash Payment	E 101-42200-321 Communications Phone/	FD 5440		\$25.78
Invoice	08/01/2022	8/15/2022		
Cash Payment	E 101-41940-321 Communications Phone/	STREETS - SHOP 5119		\$29.78
Invoice	08/01/2022	8/15/2022		
Cash Payment	E 601-49400-321 Communications Phone/	WATER TOWER ALARM 3588		\$45.94
Invoice	08/01/2022	8/15/2022		
Cash Payment	E 602-49450-321 Communications Phone/	LIFT STATION ALARM 5066		\$35.94
Invoice	08/01/2022	8/15/2022		
Cash Payment	E 602-49450-321 Communications Phone/	WWTP 5463 ALARM		\$35.94
Invoice	08/01/2022	8/15/2022		
Cash Payment	E 101-41940-321 Communications Phone/	LONG DISTANCE/TAXES/FEES		\$5.85
Invoice	08/01/2022	8/15/2022		

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Cash Payment	E 101-46500-437 Other Miscellaneous	EDA 800 NUMBER		\$0.60
Invoice	08/01/2022	8/15/2022		
Transaction Date	8/10/2022	Citizens State Bank	10100	Total \$408.98
Refer	0 KRAMER, CURT	-		
Cash Payment	E 101-42200-228 Equip. Repair and Mainte	REIMBURSEMENT PRESSURE PROTECTION VALVE		\$19.18
Invoice	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total \$19.18
Refer	0 MAXSON ELECTRIC	-		
Cash Payment	E 101-45200-437 Other Miscellaneous	ACCT # 100156		\$4,069.80
Invoice	7010	8/15/2022		
Cash Payment	E 101-43100-228 Equip. Repair and Mainte	ACCT # 100156		\$1,058.80
Invoice	6993	8/15/2022		
Transaction Date	8/10/2022	Citizens State Bank	10100	Total \$5,128.60
Refer	0 MCFOA	-		
Cash Payment	E 101-41500-208 Training, Mileage	ORIENTATION WORKSHOP		\$20.00
Invoice	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total \$20.00
Refer	0 MENARDS - NORTH ROCHESTER	-		
Cash Payment	E 101-45200-401 Repairs/Maint Buildings	ACCT #33140256		\$61.96
Invoice	8387	8/15/2022		
Transaction Date	8/10/2022	Citizens State Bank	10100	Total \$61.96
Refer	0 METRO SALES INC	-		
Cash Payment	E 101-41500-350 Print/Binding (GENERAL	ACCT #152100		\$664.48
Invoice	INV2087630	8/15/2022		
Transaction Date	8/10/2022	Citizens State Bank	10100	Total \$664.48
Refer	0 MIDWEST SIGNTech OF ROCHESTER	-		
Cash Payment	E 101-41940-417 Uniforms	CLOTHING ALLOWANCE		\$146.70
Invoice	15815	8/15/2022		
Transaction Date	8/10/2022	Citizens State Bank	10100	Total \$146.70
Refer	0 MINNESOTA REVENUE	Ck# 005741 8/15/2022		
Cash Payment	G 101-21702 State Withholding	08/09/22 STATE WITHHOLDING		\$330.78
Invoice	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total \$330.78
Refer	0 MINNESOTA REVENUE	Ck# 005730 8/15/2022		
Cash Payment	G 101-21702 State Withholding	07/27/22 STATE WITHHOLDING		\$357.61
Invoice	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total \$357.61
Refer	0 MN FIRE CERTIFICATION BOARD	-		
Cash Payment	E 101-42200-208 Training, Mileage	T.BEBEE		\$25.00
Invoice	8/15/2022			
Cash Payment	E 101-42200-208 Training, Mileage	D. HOFSTAD		\$25.00
Invoice	8/15/2022			
Cash Payment	E 101-42200-208 Training, Mileage	R.LUCAS		\$25.00
Invoice	8/15/2022			

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Cash Payment	E 101-42200-208 Training, Mileage	P. LUSHINSKY		\$25.00
Invoice	8/15/2022			
Cash Payment	E 101-42200-208 Training, Mileage	J. TIBBALS		\$25.00
Invoice	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total \$125.00
Refer	0 MN PERA	Ck# 005739	8/15/2022	
Cash Payment	G 101-21704 PERA	PAYMENT DATE 08/11/22		\$1,187.80
Invoice	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total \$1,187.80
Refer	0 MN PERA	Ck# 005731	8/15/2022	
Cash Payment	G 101-21704 PERA	07/28/22 PAYMENT DATE		\$1,260.77
Invoice	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total \$1,260.77
Refer	0 NAPA	-		
Cash Payment	E 101-45200-404 Repairs/Maint Machinery	Acct # 28475		-\$22.50
Invoice 444224	8/15/2022			
Cash Payment	E 101-45200-404 Repairs/Maint Machinery	Acct # 28475		\$15.49
Invoice 444238	8/15/2022			
Cash Payment	E 101-45200-404 Repairs/Maint Machinery	Acct # 28475		\$37.45
Invoice 444219	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total \$30.44
Refer	0 NCPERS GROUP LIFE INS.	-		
Cash Payment	G 101-21711 Life Insurance Payable	INVOICE DATE JULY 5, 2022		\$32.00
Invoice 608900082022	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total \$32.00
Refer	0 NFPA	-		
Cash Payment	E 101-42200-433 Dues and Memberships	MEMBERSHIP		\$175.00
Invoice	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total \$175.00
Refer	0 NOLTE, ROGER	-		
Cash Payment	E 101-42200-240 Tools and Minor Equipm	REIMBURSEMENT FOR LABEL MAKER TAPE		\$16.22
Invoice	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total \$16.22
Refer	0 ON SITE COMPUTERS, INC	-		
Cash Payment	E 101-41500-300 Professional Svcs (GENE 08.03.2022			\$233.00
Invoice CW80996	8/15/2022			
Cash Payment	E 601-49400-300 Professional Svcs (GENE 08.03.2022			\$12.00
Invoice CW80996	8/15/2022			
Cash Payment	E 101-41500-300 Professional Svcs (GENE 07.28.2022			\$28.75
Invoice CW80801	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total \$273.75
Refer	0 PITNEY BOWES INC	-		
Cash Payment	E 101-41500-322 Postage	ACCT # 0017334079		\$132.48
Invoice 1021235953	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total \$132.48
Refer	0 PITNEY BOWES PURCHASE POWE	-		

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Cash Payment	E 101-41500-322 Postage	ACCT *9701			\$201.50
Invoice	08/21/2022	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$201.50
Refer	0 QUILL	-			
Cash Payment	E 101-41500-200 Supplies	INK & TISSUE			\$153.75
Invoice	07/18/2022	8/15/2022			
Cash Payment	E 101-41500-200 Supplies	BINDERS, ETC.			\$70.99
Invoice	07/12/2022	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$224.74
Refer	0 SAMS CLUB	Ck# 005735 8/15/2022			
Cash Payment	E 101-41500-437 Other Miscellaneous	SUPPLIES FOR NATL. NIGHT OUT			\$151.71
Invoice	080122	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$151.71
Refer	0 SIMPLY TIDY, LLC	-			
Cash Payment	E 101-41940-439 Janitors	08/01/2022			\$65.00
Invoice	2834	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$65.00
Refer	0 SMITH SCHAFFER & ASSOCIATES	-			
Cash Payment	E 101-41530-301 Auditing and Acct g Servi	CLIENT CODE 81090			\$3,600.00
Invoice	11105	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$3,600.00
Refer	0 TEAM LAB CHEMICAL CORP.	-			
Cash Payment	E 101-45200-401 Repairs/Maint Buildings	CUST ID 23202			\$143.00
Invoice	INV0031675	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$143.00
Refer	0 TREETOP PRODUCTS INC.	-			
Cash Payment	E 101-45200-437 Other Miscellaneous	#SOTRE97559			\$2,454.89
Invoice	INVTRE16693	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$2,454.89
Refer	0 US POSTAL SERVICE	Ck# 005733 8/15/2022			
Cash Payment	E 101-41500-322 Postage	POSTAGE			\$49.90
Invoice	08/01/2022	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$49.90
Refer	0 US POSTAL SERVICE	Ck# 005737 8/15/2022			
Cash Payment	E 101-41500-322 Postage	POSTAGE			\$26.95
Invoice	06/28/2022	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$26.95
Refer	0 VISTA PRINT	Ck# 005732 8/15/2022			
Cash Payment	E 101-46500-437 Other Miscellaneous	BUSINESS CJECKS			\$19.86
Invoice	06/08/22	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$19.86
Refer	0 WARSAW	-			
Cash Payment	E 101-43160-381 Electric Utilities	ACCT #116009445			\$4,950.55
Invoice	2207-6994D	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$4,950.55

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Payments

Current Period: August 2022

Refer	0 VERIZON WIRELESS	-		
Cash Payment	E 101-42200-321 Communications Phone/	ACCT #842209789-00001		\$54.66
Invoice	9911912720	8/15/2022		
Transaction Date	8/10/2022	Citizens State Bank	10100	Total \$54.66
Refer	0 XCEL ENERGY	-		
Cash Payment	E 101-43160-381 Electric Utilities	STREET LIGHTS		\$1,831.79
Invoice	788460397	8/15/2022		
Cash Payment	E 101-43160-381 Electric Utilities	300 MAIN N BRIDGE LIGHTS		\$21.60
Invoice	788460397	8/15/2022		
Cash Payment	E 101-43160-381 Electric Utilities	130 ST.HWY 57 S.CITY SIGN		-\$2.55
Invoice	788460397	8/15/2022		
Cash Payment	E 101-43160-381 Electric Utilities	60003 ST.HWY 57 N CITY SIGN		\$15.86
Invoice	788460397	8/15/2022		
Cash Payment	E 101-42200-380 Utility Services	21 5TH STREET SIREN		\$14.65
Invoice	788460397	8/15/2022		
Cash Payment	E 101-42200-380 Utility Services	21 5TH STREET E FH/CH/PUMP		-\$165.23
Invoice	788460397	8/15/2022		
Cash Payment	E 101-42200-380 Utility Services	701 CHESTNUT SIREN		\$0.00
Invoice	788460397	8/15/2022		
Cash Payment	E 101-43160-381 Electric Utilities	410 CLAY POLE ON EDA LOT		\$16.76
Invoice	788460397	8/15/2022		
Cash Payment	E 101-41940-380 Utility Services	600 7TH STREET WEST MANTORFIEL		\$52.32
Invoice	788460397	8/15/2022		
Cash Payment	E 101-41940-380 Utility Services	340 CLAY RIVERSIDE W CENTER		\$21.58
Invoice	788460397	8/15/2022		
Cash Payment	E 101-41940-380 Utility Services	342 MAIN ST N RIVERSIDE NE		\$16.68
Invoice	788460397	8/15/2022		
Cash Payment	E 101-41940-380 Utility Services	601 GOLFVIEW DENNISON FIELD		\$18.74
Invoice	788460397	8/15/2022		
Cash Payment	E 101-43160-381 Electric Utilities	1008 EAST CITY SHOP		-\$282.48
Invoice	788460397	8/15/2022		
Cash Payment	E 602-49450-380 Utility Services	121 BLANCH WWTF+SEC+PUMP		-\$1,317.31
Invoice	788460397	8/15/2022		
Cash Payment	E 601-49400-380 Utility Services	841 BLANCH WTR WELL HOUSE		-\$173.26
Invoice	788460397	8/15/2022		
Cash Payment	E 601-49400-380 Utility Services	924 JEFFERSON WATER TOWER		-\$18.70
Invoice	788460397	8/15/2022		
Cash Payment	E 603-45183-381 Electric Utilities	324 MAIN ST N CAMPGROUND		\$496.96
Invoice	788460397	8/15/2022		
Cash Payment	E 101-41940-380 Utility Services	101 BLANCH NEW SHOP		\$0.00
Invoice	788460397	8/15/2022		
Cash Payment	E 101-41940-380 Utility Services	15 4TH STREET WEST RIVERSIDE		\$17.64
Invoice	788460397	8/15/2022		
Cash Payment	E 602-49450-380 Utility Services	601 JEFFERSON LIFT STATION		-\$9.11
Invoice	788460397	8/15/2022		
Cash Payment	E 602-49450-380 Utility Services	121 BLANCH AUTO PROTECT LIGHT		\$10.21
Invoice	788460397	8/15/2022		
Cash Payment	E 101-43160-381 Electric Utilities	CHRISTMAS LIGHTS		\$0.00
Invoice	788460397	8/15/2022		

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Payments

Current Period: August 2022

Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$566.15
Refer	0 ZUMBRO VALLEY PLUMBING LLC				
Cash Payment	E 101-45200-404 Repairs/Maint Machinery	CONCESSION STAND			\$147.65
Invoice	07/27/22	8/15/2022			
Transaction Date	8/10/2022	Citizens State Bank	10100	Total	\$147.65

Fund Summary

10100 Citizens State Bank

101 GENERAL FUND	\$33,527.03
312 GO EQPMT AND UTIL NOTE 2021A	\$27,350.00
601 WATER FUND	\$79.90
602 SEWER FUND	(\$727.17)
603 RV PARK	\$496.96
	\$60,726.72

Pre-Written Checks	\$8,980.05
Checks to be Generated by the Computer	\$51,746.67
Total	
	\$60,726.72



City Council Report

To: Mayor and Council
From: Shirley Buecksler, City Clerk-Treasurer
Date: August 15, 2022

Donations Received for the 2022 National Night Out Event

BACKGROUND INFORMATION:

The City of Mantorville's 2022 National Night Out Event was a success, due in part to the following individuals, businesses and organizations who graciously donated towards food and refreshments.

The City budgeted \$500.00 for this event, and expenses came to \$608.28. Thanks to the generosity of others and the donations received, the City's cost was only \$227.11, not including staff time.

Enclosed for Council review is Resolution No. 2022-33 Accepting Donations to the City of Mantorville for the following donations:

Donated By	Item Donated	Amount
Casey's General Store, Mantorville	Cookies	10 dozen
Casey's General Store, Mantorville	Ice	8 large bags
Hy-Vee Kasson	Hot Dogs	20 pkgs (160 total)
Hy-Vee Kasson	Bottled Water	144 bottles
Anonymous	Monetary	\$150.00
Keller Properties	Monetary	\$100.00
Zumbro Valley Plumbing	Monetary	\$50.00
Barb Loquai	Monetary	\$20.00
Welcome Center	Monetary	\$20.00
Muriel & Dan French	Monetary	\$10.00

STAFF RECOMMENDATION:

Motion to adopt Resolution No. 2022-33 Accepting Donations to the City of Mantorville and publicly thank everyone listed above for their generosity.

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION 2022-33

A RESOLUTION ACCEPTING DONATIONS TO THE CITY OF MANTORVILLE

WHEREAS, the following individuals, businesses and organizations have donated to the City of Mantorville:

Donated By	Item Donated	Amount
Casey's General Store, Mantorville	Cookies	10 dozen
Casey's General Store, Mantorville	Ice	8 large bags
Hy-Vee Kasson	Hot Dogs	20 pkgs (160 total)
Hy-Vee Kasson	Bottled Water	144 bottles
Anonymous	Monetary	\$150.00
Keller Properties	Monetary	\$100.00
Zumbro Valley Plumbing	Monetary	\$50.00
Barb Loquai	Monetary	\$20.00
Welcome Center	Monetary	\$20.00
Muriel & Dan French	Monetary	\$10.00

AND WHEREAS, these donations were specifically provided for the 2022 National Night Out event; and

WHEREAS, the Mayor and City Council acknowledge the generosity of these individuals, businesses and organizations and extend appreciation on behalf of the City of Mantorville for their generous donations.

NOW THEREFORE BE IT RESOLVED, that the Mantorville Mayor and City Council accept these donations on behalf of the City of Mantorville and authorize City Staff to expend these funds in the manner described therein.

Adopted by the City Council of the City of Mantorville, Minnesota, this 15th day of August 2022.

ATTEST:

Chuck Bradford
Mayor

Shirley R Buecksler
City Clerk-Treasurer

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION 2022-35

**A RESOLUTION APPROVING THE APPOINTMENT OF
ADDITIONAL ELECTION JUDGES FOR THE
2022 ELECTION CYCLE**

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, some previously appointed Election Judges were unable to work the State Primary on August 9, 2022, therefore, additional Election Judges were hired less than 25 days before the election to fill these and other open positions.

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	
Leif Erickson	Election Judge
Nancy Naatz	Election Judge
Scott Singfiel	Election Judge
Raymond Grumney	Election Judge
Gretchen Lohrbach	Election Judge / Deputy City Clerk

Adopted by the City Council of the City of Mantorville, Minnesota, this 15th day of August 2022.

ATTEST:

Chuck Bradford
Mayor

Shirley R Buecksler
City Clerk-Treasurer

AGREEMENT BETWEEN DODGE COUNTY AND Mantorville FOR USE OF PICTOMETRY PRODUCT “2023 AGREEMENT”

WHEREAS, Dodge County (herein after “County”) and Mantorville (herein after “City”) have entered into an agreement (“2023 AGREEMENT”) for the use of Pictometry products including the use of “Connect Explorer” a web application, software licensing, and technical services.

WHEREAS, County has made significant investment into the aerial imagery and Pictometry products to perform the services herein described; and

WHEREAS, City has engaged County for the performance of said services in the best interest of their citizens

NOW THEREFORE, the parties agree as follows:

1. **Agreement Between Parties.** County and City will continue the past agreement until such time it is terminated per said 2023 AGREEMENT.
2. **Cost.** County shall provide City an invoice annually after May 1 for fees show in **Appendix A**.
3. **Disclaimer.** County does not guarantee the accuracy, current status, or completeness of the data maintained, assembled, or provided pursuant to this agreement. County is not responsible for any misuse or misrepresentation of the information or its derivatives. In no event shall County become liable to users of this data for any loss arising from the use or misuse of the data or maps accessible pursuant to this agreement. Accessible data is not intended for, nor should it be used for legal or survey purposes.
4. **Termination of Agreement.** This agreement may be terminated by County or City for any reason upon written notice to the other party no later than June 1st of the calendar year and becomes effective on January 1st of the upcoming year.
5. **Limited Effect of Waiver by County.** Should either party waive a breach of this agreement, the waiver will not operate or be construed to waive a further breach by either party.
6. **Severability.** If, for any reason, any provision of this agreement is found to be invalid or unenforceable, all other provisions of this agreement shall remain in effect.
7. **Oral Modifications Not Binding.** This instrument is the entire agreement between County and City. Oral changes have no effect. It may be altered only by written agreement of the parties. This is not intended to pertain to operational decisions necessary to perform work.
8. **Assignment.** Neither party may assign, delegate or otherwise transfer this Agreement or any of its rights or obligations hereunder without the prior written consent of the other, which consent shall not be unreasonably withheld.
9. **Agreement Expiration.** This agreement remains in full effect through calendar year 2025 (December 31, 2025), unless terminated as outlined in item 4 listed above.

DODGE COUNTY

CITY OF MANTORVILLE

LAND RECORDS DIRECTOR

MAYOR

COUNTY ATTORNEY

CITY CLERK-TREASURER

APPENDIX A

"2023 AGREEMENT" Participant:	Fee:
July 2023 Invoice	\$370
July 2024 Invoice	\$370
July 2025 Invoice	\$370
City of Mantorville, MN	\$1,110 total

MANTORVILLE FIRE DEPARTMENT

Aug. 2022 General Members Meeting

Call to Order:

- The meeting was called to order at: 20:30

Member's in Attendance:

- JJ, Curt, Jeff, Dave, Rog, Paul, Don, Jim, Russ, Scott, Steve, Travis, Nate B, Troy, Brett, Nate S, Orion, Logan, Tristan, Annika, Angel.

Chief's Report:

- Active Shooter Training
- Pull Tabs- discussion later this month about this
- Thanks to everyone who helped with National Night Out
- Big Iron helpers- bartending friday night
- Marigold Days
- New application Scott Stockinger
- House in Wabasha
- Chloe Bradford resignation
 - Motion made to approve: Russ
 - 2nd by: Don
 - motion carries
- Tristan and Logan Awards for Fire I, Fire II and Haz-Mat Riverland Certified
- Reminder: be sure to make notifications of trucks or equipment that need repairs. The QR codes are new and not everyone is familiar with them. Send an email or text to Captains.

Assistant Chief:

- Air lines Aug 7th 16:00
- North Face Jackets are ordered for sizing. Will let everyone know when they arrive.

Deputy Chief:

- Shed Concrete

Fire Marshall:

- 2 calls
 - 1 - missing person
 - 1 - mutual aid - Kasson for smoke alarm

Training Officer:

- Sept. Hall Cleanup
- Aug.31st Bartender Training
- Aug 31 Med Compass
 - Physicals - should we be having new members complete one?
- Firefighter 1 and 2 school in Oronoco Tuesday and Thursday nights

Equipment:

- Rake replaced
- Rubber mallet replaced
- Knox boxes here for Cty Buildings
 - More boxes for other businesses coming
- Hot Stick ordered
- Working on pricing for turnouts - 6 months out
 - 3 sets to be brought up Wed night
 - \$8,000 if we don't get the grant
 - Motion made to approve: Travis
 - 2nd by: Jim
 - motion carries
- Hydrant hose ordered for tanker 2
- Chop saw taken apart - unsure what is wrong
- Mustang suite sent in for repairs
- 3 face shields are in and distributed

Vehicles:

- Betsy- Up at city shop
- Pumper 1- Valves fixed
- Pumper 2 -
- Chevy Pick Up -
- Tanker 1 -
- Tanker 2 -
- Grass Rig -
- Rescue Truck - Tire Chains

First Responder's:

- Make sure everything is clean and restocked after every call
- Double check run reports with example sheets to make sure they are filled out properly
- Regular training next week

Treasurer

- Bills:\$2,512.37
- Discussed bills
- motion made by: Curt to pay bills as stated
- 2nd by: Scott
- Motion carries

New Business:

- Small first aid kit in the kitchen
- Text & email notifications.
 - Motion made by: Troy
 - 2nd by: Paul
 - Motion carries

Old Business:

-

Active Committees

- OSHA/Safety and Accountability: Paul, Russ, Travis, Ryan
- Radios: Paul, Rog, Ryan
- SOG'S: Paul, JJ, Russ, Steve, Rog
- Uniform's: Travis, JJ, Orion, Annabelle, Nate S., Ryan, Tristan
- Explorer program: Nate B., Nate S. Chloe, Kyle, Annika
- Truck/Equipment- Russ, Curt, Paul, Travis, Nate B., Joey, Jim, Nate S.

Point Report:

- Motion made by: Nate B to approve the point report
- 2nd by: Jim
- Motion approved.

Clerk/ Calendar

- Aug 6 08:00 Active shooter training
- Aug 7 13:00 Claremont Parade
- Aug 7 16:00 Finish Airlines
- Aug 10 18:30 1st Responder Training
- Aug 14 13:00 Festival in the Park Parade
- Aug 17 18:00 Truck committee
- Aug 17 18:30 Maintenance
- Aug 27 16:00 - 19:00 Bratwurst and Sweet Corn Feed
- Aug 31 16:30 Med Compass
- Aug 31 18:30 Server training
- **SEP Lunch: Jim, Russ, Annabelle**
- Sep 6 1900 Officer Meeting
- Sep 7 1830 1st Wed Drill, Monthly meeting
- Sep 8 18:00 Meat cooking
- Sep 9 18:00 Melon Cutting
- Sep 9 17:00 Big Iron Classic
- Sep 14 1830 1st Responder Training
- Sep 21 1830 Maintenance

- Motion made to adjourn by: Travis
 - 2nd by: Don
- Meeting Adjourned at: 21:15

City Mantorville
Date 7/1/2022 thru 7/31/2022

<u>Agency</u>	<u>Incident Nr</u>	<u>Location</u>	<u>LocCity</u>	<u>Activity</u>
K	202200002210	607 West St	Mantorville	Assist Other Agency
K	202200002222	22 6th St E	Mantorville	Assist Other Agency
S	202200004688	906 Chestnut St	Mantorville	Sudden Death/body Fnd
S	202200004700	412 Cemetery Rd	Mantorville	Fireworks Complaints
S	202200004706	706 Walnut St	Mantorville	Juvenile Complaint
S	202200004711	606 Clay St	Mantorville	Ambulance Run
S	202200004723	320 Main St N	Mantorville	Missing Person
S	202200004782	22 6th St E	Mantorville	Miscellaneous Info
S	202200004790	812 Hickory Ln	Mantorville	Residence/business Ck
S	202200004817	607 West St	Mantorville	Suspicious Activity
S	202200004852	804 Hickory Ln	Mantorville	Noise Complaint
S	202200004865	502 Main St N	Mantorville	Animal/abuse/unfounde
S	202200004875	22 6th St E	Mantorville	Assaults
S	202200004900	321 Main St N	Mantorville	Other Driving Complai
S	202200004912	502 Main St N	Mantorville	Harassment
S	202200004947	715 Clay St	Mantorville	Assist Other Agency
S	202200004976	805 Chestnut St	Mantorville	Paper Service
S	202200005011	521 Chestnut St	Mantorville	Welfare Check
S	202200005038	611 Golfview Ct	Mantorville	Ambulance Run
S	202200005047	21 5th St E	Mantorville	Miscellaneous
S	202200005085	606 Clay St	Mantorville	Ambulance Run
S	202200005087	22 6th St E	Mantorville	Miscellaneous
S	202200005103	321 Main St N	Mantorville	Juvenile Complaint
S	202200005131	22 6th St E	Mantorville	Warrants- Out of Co.
S	202200005193	22 East St	Mantorville	Assist Other Agency
S	202200005209	1051 County Rd 12	Mantorville	Traffic
S	202200005221	527 5th St E	Mantorville	Ambulance Run
S	202200005228	215 9th St W	Mantorville	Civil
S	202200005245	501 Main St N	Mantorville	Parking Violations
S	202200005247	320 Main St N	Mantorville	Ambulance Run
S	202200005248	611 East St	Mantorville	Residence/business Ck
S	202200005330	22 6th St E	Mantorville	Fraud
S	202200005346	502 Main St N	Mantorville	Found Property
S	202200005349	320 Main St N	Mantorville	Ambulance Run
S	202200005383	721 Main St N	Mantorville	Open Door
S	202200005415	320 Main St N	Mantorville	Mv/animal
S	202200005429	321 Walnut St	Mantorville	Barking Dog
S	202200005431	1 5th St W	Mantorville	Larceny
S	202200005435	22 6th St E	Mantorville	Miscellaneous
S	202200005454	401 Bergman Dr	Mantorville	Req for Extra Patrol
S	202200005462	321 Main St N	Mantorville	Abandoned Vehicle
S	202200005478	22 6th St E	Mantorville	Miscellaneous
S	202200005481	220 4th St W	Mantorville	Barking Dog
Total		43		



City Council Report

To: Mayor and Council
From: Shirley Buecksler, City Clerk-Treasurer
Date: August 15, 2022

Conditional Use Permit for Construction Equipment Storage at 720 Main Street North

BACKGROUND INFORMATION:

Jeremy Bigelow / Bigelow Homes, LLC, Applicant, has submitted an application requesting approval of a Conditional Use Permit for Construction Equipment Storage at 720 Main Street North.

A public hearing must be held with citizens allowed to speak in regards to this item. Notice was published in the Dodge County Independent newspaper, and property owners within 350 feet of 720 Main Street North were notified of tonight's public hearing.

STAFF RECOMMENDATION:

Based on discussion, motion to approve or deny Resolution No. 2022-36 Approving a Conditional Use Permit for Construction Equipment Storage Located at 720 Main Street North, Mantorville, Minnesota.

ATTACHMENTS:

- Resolution No. 2022-36
- Application for Conditional Use Permit
- Notice as Published in the Dodge County Independent
- Dodge County Parcel Viewer Results
- Letter to Surrounding Property Owners

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION 2022-36

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT
FOR CONSTRUCTION EQUIPMENT STORAGE
LOCATED AT 720 MAIN STREET NORTH, MANTORVILLE, MINNESOTA**

WHEREAS, Gary and Joann Bromley are the fee owners and Jeremy Bigelow of Bigelow Homes, LLC is the purchaser (collectively, the “Applicants”) of the property located at 720 Main Street North, Mantorville, Minnesota, legally described as:

Original Plat Lot 5 & North ½ of Lot 4 Block 23, City of Mantorville, Dodge County, Minnesota (the “Property”); and

WHEREAS, the Applicants have made application to the City for a Conditional Use Permit to allow use of the Property for construction equipment storage; and

WHEREAS, the Applicants operate a construction business called Bigelow Homes, LLC and intend to use the property located at 720 Main Street North for storage of construction equipment; and

WHEREAS, pursuant to Section 150.071, Transitional District, of the Mantorville City Code, conditional uses shall be any use permitted in an adjoining district, not including a P.U.D. (Planned Unit Development), and those defined as permitted uses in this Transitional District, and any use that is a conditional use in an adjoining district; and

WHEREAS, pursuant to Section 150.072, Commercial District, of the Mantorville City Code, conditional uses include warehouses and other conditional uses; and

WHEREAS, the Applicants have submitted an application for a Conditional Use Permit to the City in order to conduct this business on the property; and

WHEREAS, the Mantorville City Council held a public hearing for the requested Conditional Use Permit on August 15, 2022, at which time it heard from those wishing to speak on the Conditional Use Permit and reviewed any written testimony or information provided to the City regarding this matter; and

WHEREAS, The City Council hereby finds and determines the following:

- (a) The Property is currently zoned Transitional; and
- (b) The conditional use the Application has made application for could be considered a warehouse, which are conditionally allowed in the Commercial District and require a Conditional Use Permit; and

- (c) The business will not create an excessive burden on existing parks, schools, streets or other public facilities which serve or are proposed to serve the area because there will be no retail operations on the Property; and
- (d) The structures on the Property and the site will have an appearance that will not have an adverse effect on adjacent residential properties; and
- (e) There will be no outside storage on the property, therefore screening from adjacent residentially zoned or used land would not be required; and
- (f) The use is not in conflict with the comprehensive plan because the comprehensive plan does not list any future land use for this parcel that would be inconsistent with the one that is being proposed; and
- (g) The use, in the opinion of the City, is reasonably related to the overall needs of the City and to the existing land use; and
- (h) The use is consistent with the purpose of the City's zoning regulations and the purposes of the Transitional District because conditional uses of the Commercial District are allowed in the Transitional District and the purpose of the Conditional Use Permit is to permit a use that would not be appropriate generally but may be allowed with appropriate restrictions; and
- (i) The business will not cause traffic hazards or congestion because daily traffic from the business will be limited to small office and storage use only; and
- (j) The traffic generated by the business can be safely accommodated on State Highway 57, an existing road; and
- (k) There will be no offensive odors, fumes, dust, noise, vibration, or lighting emanating from the Property that would otherwise disturb the use of neighboring properties; and
- (l) Adequate utilities, parking, drainage, and other necessary facilities are available for the business on the Property; and
- (m) The business will not impede the normal and orderly development or improvement of the surrounding properties, which are completely developed; will not be injurious to the use and enjoyment of other properties in the area; and will not significantly diminish or repair the values of the property because there will be no outside storage.

NOW, THEREFORE, BE IT RESOLVED, that the Mantorville City Council hereby approves the Conditional Use Permit in order to allow the Applicants to conduct a warehouse/construction equipment storage as described herein on the Property, and the Applicants shall comply with the following conditions:

- (1) The Applicants may operate a warehouse/construction equipment storage business on the Property;
- (2) Daily traffic to and from the Property will be limited to small office and storage use only;
- (3) The Applicants' operations on the Property must be in compliance with all applicable state, federal and local regulations;
- (4) There shall be no outside storage of materials or equipment or display of merchandise on the Property;
- (5) The Applicants shall apply for a separate sign permit from the City if signage is necessary, and the City may impose conditions on any signage;
- (6) The City may inspect the Property at all reasonable times for purposes of ensuring compliance with the conditions of the Conditional Use Permit;

- (7) The Applicants shall correct all defects in the Property which violate any of these conditions immediately but, in no case, more than 15 days of receipt of written notice from the City;
- (8) The conditions of this Conditional Use Permit shall run with the Property and shall not in any way be affected by the subsequent sale, lease, or other change from current ownership of the Property and all reference to the Applicants herein shall include heirs, successors, and assigns;
- (9) There must not be any offensive odors, fumes, dust, noise, vibration, or lighting emanating from the Property that would otherwise disturb the use of neighboring properties.

BE IT FINALLY RESOLVED, that the City Clerk-Treasurer is hereby authorized and directed to record this Conditional Use Permit resolution in the office of the County Recorder /Registrar of Titles.

Adopted by the City Council of the City of Mantorville, Minnesota, this 15th day of August 2022.

ATTEST:

Chuck Bradford
Mayor

Shirley R Buecksler
City Clerk-Treasurer

CITY OF MANTORVILLE
CONDITIONAL USE PERMIT

Fee \$250

- (A) Applicant's Name Jeremy Bigelow / Bigelow Homes LLC Phone _____
- (B) Address 4057 28th St NW 55901 Email Address Rechn MN
- (C) Owner's Name (if different from Applicant) Gary Bromley
- (D) Owner's Address NB297 627th St. Colfax WI 54730 Email Address _____
- (E) Address of the Property 720 Main St Mantorville MN 55955
- (F) Tax Parcel ID Number(s) R 25.100.1960
- (G) Legal Description of the Property Sect-16 Twp-107 Range-016 Original Plat Lot 5 & N 1/2
of Lot 4 Blk 23
- (H) Present Zoning Classification of the Property Commercial
- (I) Existing Use of the Property REPAIR SHOP
- (J) The Conditional Use Permit requested is a permitted Conditional Use as described in Section 150.071(C) &
of the City Code. 150.072(C)
- (K) Explain the requested conditional use (give details of the type, size, purpose, and any other relevant information regarding the proposed use):
Construction equipment storage
Building will be re-sided.

The undersigned certifies that they are familiar with application fees and other associated costs, and also with the procedural requirements of the Mantorville Zoning Ordinance and other applicable City ordinances. Submittal of the application, required information and fee does not guarantee the issuance of a conditional use permit. Additional information may be needed or conditions may exist that would prevent the actual granting of a conditional use permit.

I hereby certify with my signature that all data on my application form, and any additional sheets, plans and specifications are true and correct to the best of my knowledge.

Bigelow Homes LLC / Jeremy Bigelow

07/22/2022

Applicant Signature

Date

Gary Bromley
Property Owner Signature (if different from Applicant)

7/13/2022
Date

PROCEDURES: The procedure for applying for a conditional use permit are as follows:

1. The applicant shall file the completed application together with the required exhibits and pay an application fee as established by the City Council.
2. When the City Clerk determines the application to be complete the public hearing date will be set.
3. The City Clerk shall publish a notice of the Public Hearing at least once in the legal newspaper not less than ten (10) days and not more than thirty (30) days prior to the hearing.
4. The City Clerk shall give written notice to all property owners within 350 feet of the outer boundaries of the property in question; however, failure of any property owner to receive such notification shall not invalidate the proceedings.
5. The City Council shall take action to approve or deny the application within sixty (60) days of receiving a completed application. If the Council cannot take action to approve or deny the application within these sixty (60) days, the Council may extend the timeline for taking action before the end of the initial 60-day period by providing written notice of the extension to the applicant. The notification shall state the reasons for the extension and its anticipated length, which may not exceed sixty (60) days unless approved by the applicant in writing.
6. No application for a conditional use permit shall be considered by the City Council within a one (1) year period following a denial of such request, except that the City Clerk may permit a new application to be filed if new evidence or a change in circumstances warrant it.

REQUIRED EXHIBITS FOR CONDITIONAL USE PERMITS

The following exhibits shall be required:

- | | |
|---|--|
| ☒ Yes ☐ No | 1. A completed application form |
| ☒ Yes ☐ No | 2. An accurate boundary description of the property, in some cases a survey of the property by a licensed surveyor will be required |
| ☒ Yes ☐ No | 3. Evidence of ownership or enforceable option on the property |
| ☒ Yes ☐ No | 4. A development plan of the property showing the existing or proposed buildings, streets, access roads, driveways, parking spaces, and/or signs |
| ☐ Yes ☒ No | 5. Landscaping and screening plans - N/A - not doing anything |

NOTE: SUBMITTAL OF THE REQUIRED INFORMATION DOES NOT GUARANTEE THE GRANTING OF CONDITIONAL USE PERMIT. ADDITIONAL INFORMATION MAY BE NEEDED OR CONDITIONS MAY EXIST THAT WOULD PREVENT THE ACTUAL GRANTING OF A CONDITIONAL USE PERMIT.

FOR OFFICE USE ONLY

Date Submitted 07.25.2022 Date Accepted _____ Fee Paid 250.00

Public Hearing Date: 08.15.2022

(Circle one) Approved Denied by the City Council on _____

If approved, the following conditions were prescribed:

1. _____
2. _____
3. _____
4. _____

If denied, denial was for the following reason(s): _____

**CITY OF MANTORVILLE
PUBLIC HEARING
NOTICE
APPLICATION FOR
CONDITIONAL USE
PERMIT**

NOTICE IS HEREBY GIVEN, that the City Council of the City of Mantorville will conduct a public hearing to consider an application from Jeremy Bigelow/ Bigelow Homes LLC for the premises located at 720 North Main Street, Mantorville, Minnesota. The Conditional Use Permit is for construction equipment storage.

When: Monday, August 15, 2022 at 6:30 pm

Where: Mantorville City Hall, 21 5th St E, Mantorville, MN, Council Chambers

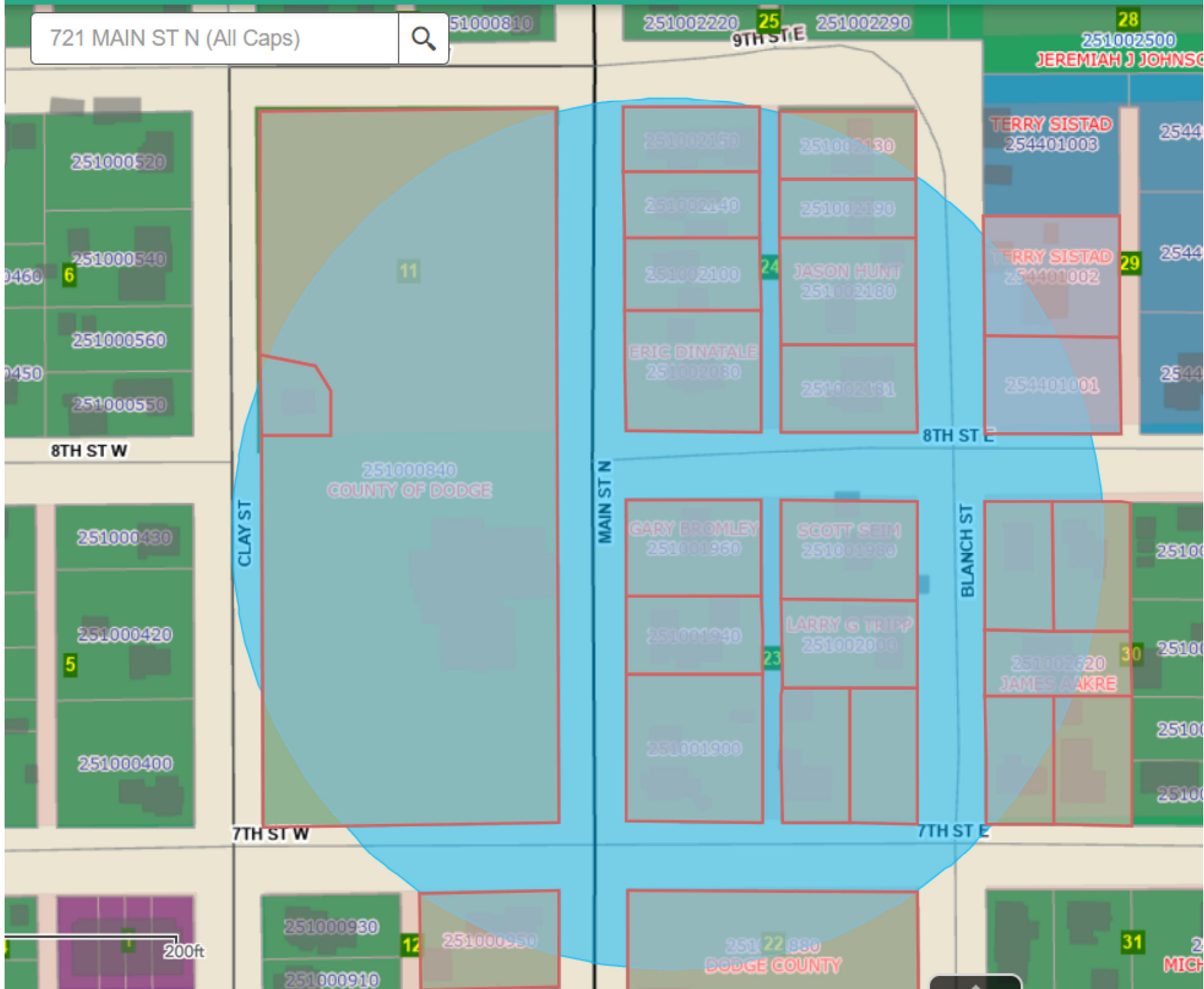
Questions: Contact City Clerk-Treasurer Shirley Buecksler at 507.635.5116 or shirley@mantorville.com

How to Comment:
Those who wish to provide comments may do so in person during the public hearing. If anyone is unable to attend the public hearing, written comments may be submitted to the City Clerk via U.S. Mail or email to shirley@mantorville.com. All written comments received by 3:00 pm on Monday, August 15, 2022 will be provided to the City Council at the meeting and entered into the public record.

Shirley R Buecksler
City Clerk-Treasurer
City of Mantorville

Dodge County Internal Parcel Viewer

[Link to Dodge County Web Site](#)





Trail to the Past. Road to the Future.

August 1, 2022

Dear Property Owner:

You are receiving this notice because your property is within the required public notice area for notification of a request for Conditional Use Permit. Gary Bromley, property owner at 720 North Main Street, along with Applicant Jeremy Bigelow of Bigelow Homes LLC, are requesting approval of a Conditional Use Permit for commercial business at the property located at Dodge County Parcel ID 251001960.

A public hearing to discuss this Conditional Use Permit will be held by the City Council at their Regular City Council meeting on Monday, August 15, 2022. You are welcome to attend and provide comment in regards to this Conditional Use Permit during the public hearing. If you are unable to attend the public hearing but would like to provide comment, send an email to my attention at shirley@mantorville.com by 3:00 pm on Monday, August 15, 2022. All comments received by this date and time will be provided to the City Council for the public hearing.

If you have any questions, please feel free to contact me at 507.635.5116.

Sincerely,

Shirley R Buecksler
City Clerk-Treasurer

Enclosure

CITY OF MANTORVILLE

21 5th Street E • P.O. Box 188 | Mantorville, MN 55955 | p: 507.635.5170 | f: 507.635.5300email:

cityofmant@kmtel.com | www.mantorville.com

On the National Register of Historical Places Est. 1854

LG214 Premises Permit Application**Annual Fee \$150 (NON-REFUNDABLE)****REQUIRED ATTACHMENTS TO LG214**

1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity**.
2. \$150 annual premises permit fee, for each permit (non-refundable). Make check payable to "**State of Minnesota**."

Mail the application and required attachments to:

Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions? Call 651-539-1900 and ask for Licensing.**ORGANIZATION INFORMATION**Organization Name: Dodge County Youth Hockey Association Inc. License Number: 32530Chief Executive Officer (CEO) Rory Haney Daytime Phone: 507-313-3269Gambling Manager: Jeremy Wilcox Daytime Phone: 320-297-0235**GAMBLING PREMISES INFORMATION**Current name of site where gambling will be conducted: Mantorville Saloon

List any previous names for this location:

Street address where premises is located: 501 Main Street North
(Do not use a P.O. box number or mailing address.)

City:	OR	Township:	County:	Zip Code:
Mantorville			Dodge	55955

Does your organization own the building where the gambling will be conducted?

☐ Yes☒ No

If no, attach LG215 Lease for Lawful Gambling Activity.

A lease is not required if only a raffle will be conducted.

Is any other organization conducting gambling at this site? ☐ Yes ☒ No ☐ Don't know

Note: Bar bingo can only be conducted at a site where another form of lawful gambling is being conducted by the applying organization or another permitted organization. Electronic games can only be conducted at a site where paper pull-tabs are played.

Has your organization previously conducted gambling at this site? ☐ Yes ☒ No ☐ Don't know**GAMBLING BANK ACCOUNT INFORMATION; MUST BE IN MINNESOTA**Bank Name: Home Federal Savings Bank Bank Account Number: 332355Bank Street Address: 502 Mantorville Ave S City: Kasson State: **MN** Zip Code: 55944**ALL TEMPORARY AND PERMANENT OFF-SITE STORAGE SPACES**

Address (Do not use a P.O. box number): City: State: Zip Code:

301 Mantorville Ave S Kasson MN 55944MNMN

ACKNOWLEDGMENT BY LOCAL UNIT OF GOVERNMENT: APPROVAL BY RESOLUTION

**CITY APPROVAL
for a gambling premises
located within city limits**

City Name: City of Mantorville

Date Approved by City Council: July 25, 2022

Resolution Number: _____
(If none, attach meeting minutes.)

Signature of City Personnel:

[Signature]

Title: City Clerk - Treasurer Date Signed: 07.21.2022

**Local unit of government
must sign.**

**COUNTY APPROVAL
for a gambling premises
located in a township**

County Name: _____

Date Approved by County Board: _____

Resolution Number: _____
(If none, attach meeting minutes.)

Signature of County Personnel:

Title: _____ Date Signed: _____

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: _____

ACKNOWLEDGMENT AND OATH

- I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises.
- The Board and its agents, and the commissioners of revenue and public safety and their agents, are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law.
- I have read this application and all information submitted to the Board is true, accurate, and complete.
- All required information has been fully disclosed.
- I am the chief executive officer of the organization.
- I assume full responsibility for the fair and lawful operation of all activities to be conducted.
- I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them.
- Any changes in application information will be submitted to the Board no later than ten days after the change has taken effect.
- I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license.
- I understand the fee is non-refundable regardless of license approval/denial.

[Signature] President

Signature of Chief Executive Officer (designee may not sign)

7/19/2022
Date

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.

This form will be made available in alternative format, i.e. large print, braille, upon request.

An equal opportunity employer

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION 2022-31

**A RESOLUTION CONCURRING WITH THE ISSUANCE OF
A GAMBLING PREMISES PERMIT APPLICATION
FOR DODGE COUNTY YOUTH HOCKEY ASSOCIATION, INC.
AT 501 MAIN STREET NORTH, MANTORVILLE**

WHEREAS, Dodge County Youth Hockey Association, Inc. has submitted an application to the City of Mantorville for approval of a Premises Permit Application to conduct lawful gambling at Mantorville Saloon, 501 Main Street North, Mantorville; 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 a Premises Permit Application by the Gambling Control Board to Dodge County Youth Hockey Association, Inc. for lawful gambling activities to be conducted at Mantorville Saloon, 501 Main Street North, Mantorville, Minnesota, and hereby waives the 30-day waiting period.

Adopted by the City Council of the City of Mantorville, Minnesota, this 15th day of August 2022.

ATTEST:

Chuck Bradford
Mayor

Shirley R Buecksler
City Clerk-Treasurer

LG215 Lease for Lawful Gambling Activity**LEASE INFORMATION**

Organization:	License/Site Number:	Daytime Phone:
Dodge County Youth Hockey Association Inc	32530	507-313-3269
Address:	City:	State: Zip:
PO Box 321	Kasson	MN 55944
Name of Leased Premises:	Street Address:	
Mantorville Saloon	501 Main Street North	
City:	State: Zip:	Daytime Phone:
Mantorville	MN 55955	507-951-8328
Name of Legal Owner:	Business/Street Address:	
Scott Seim	501 Main Street North	
City:	State: Zip:	Daytime Phone:
Mantorville	MN 55955	507-951-8328
Name of Lessor (if same as legal owner, write "SAME"):	Address:	
SAME		
City:	State: Zip:	Daytime Phone:

Check applicable item:

- ☒ **New or amended lease.** Effective date: Sept 1st 2022. Submit changes at least ten days **before** the effective date of the change.
- ☐ **New owner.** Effective date: _____. Submit new lease **within** ten days after new lessor assumes ownership.

CHECK ALL ACTIVITY THAT WILL BE CONDUCTED (no lease required for raffles)

☐ Pull-Tabs (paper)	☒ Electronic Pull-Tabs
☒ Pull-Tabs (paper) with dispensing device	☐ Electronic Linked Bingo
☐ Bar Bingo ☐ Bingo	Electronic games may only be conducted:
☐ Tipboards	1. at a premises licensed for the on-sale of intoxicating liquor or the on-sale of 3.2% malt beverages; or
☐ Paddlewheel ☐ Paddlewheel with table	2. at a premises where bingo is conducted as the primary business and has a seating capacity of at least 100.

PULL-TAB, TIPBOARD, AND PADDLEWHEEL RENT (separate rent for booth and bar ops)

BOOTH OPERATION: Some or all sales of gambling equipment are conducted by an employee/volunteer of a licensed organization at the leased premises.

ALL GAMES, including electronic games: Monthly rent to be paid: ____%, not to exceed **10%** of gross profits for that month.

- Total rent paid from all organizations for only booth operations at the leased premises **may not exceed \$1,750**.
- The rent cap does not include BAR OPERATION rent for electronic games conducted by the lessor.

BAR OPERATION: All sales of gambling equipment conducted by the lessor or lessor's employee.

ELECTRONIC GAMES: Monthly rent to be paid: 15%, not to exceed **15%** of the gross profits for that month from electronic pull-tab games and electronic linked bingo games.

ALL OTHER GAMES: Monthly rent to be paid: 20%, not to exceed **20%** of gross profits from all other forms of lawful gambling.

- If any booth sales conducted by a licensed organization at the premises, rent may not exceed **10%** of gross profits for that month and is subject to booth operation **\$1,750** cap.

BINGO RENT (for leased premises where bingo is the primary business conducted, such as bingo hall)

Bingo rent is limited to one of the following:

- Rent to be paid: ____%, not to exceed **10%** of the monthly gross profit from all lawful gambling activities held during bingo occasions, excluding bar bingo.
- OR -
- Rate to be paid: \$ _____ per square foot, not to exceed 110% of a comparable cost per square foot for leased space, as approved by the director of the Gambling Control Board. The lessor must attach documentation, verified by the organization, to confirm the comparable rate and all applicable costs to be paid by the organization to the lessor.
 - ⇒ **Rent may not be paid for bar bingo.**
 - ⇒ Bar bingo does not include bingo games linked to other permitted premises.

LEASE TERMINATION CLAUSE (must be completed)

The lease may be terminated by either party with a written 30 day notice. Other terms:

LG215 Lease for Lawful Gambling Activity

6/15 Page 2 of 2

Lease Term: The term of this agreement will be concurrent with the premises permit issued by the Gambling Control Board (Board).

Management: The owner of the premises or the lessor will not manage the conduct of lawful gambling at the premises. The organization may not conduct any activity on behalf of the lessor on the leased premises.

Participation as Players Prohibited: The lessor will not participate directly or indirectly as a player in any lawful gambling conducted on the premises. The lessor's immediate family and any agents or gambling employees of the lessor will not participate as players in the conduct of lawful gambling on the premises, except as authorized by Minnesota Statutes, Section 349.181.

Illegal Gambling: The lessor is aware of the prohibition against illegal gambling in Minnesota Statutes 609.75, and the penalties for illegal gambling violations in Minnesota Rules 7865.0220, Subpart 3. In addition, the Board may authorize the organization to withhold rent for a period of up to 90 days if the Board determines that illegal gambling occurred on the premises or that the lessor or its employees participated in the illegal gambling or knew of the gambling and did not take prompt action to stop the gambling. Continued tenancy of the organization is authorized without payment of rent during the time period determined by the Board for violations of this provision, as authorized by Minnesota Statutes, Section 349.18, Subd. 1(a).

To the best of the lessor's knowledge, the lessor affirms that any and all games or devices located on the premises are not being used, and are not capable of being used, in a manner that violates the prohibitions against illegal gambling in Minnesota Statutes, Section 609.75.

Notwithstanding Minnesota Rules 7865.0220, Subpart 3, an organization must continue making rent payments under the terms of this lease, if the organization or its agents are found to be solely responsible for any illegal gambling, conducted at this site, that is prohibited by Minnesota Rules 7861.0260, Subpart 1, item H, or Minnesota Statutes, Section 609.75, unless the organization's agents responsible for the illegal gambling activity are also agents or employees of the lessor.

The lessor must not modify or terminate the lease in whole or in part because the organization reported, to a state or local law enforcement authority or to the Board, the conduct of illegal gambling activity at this site in which the organization did not participate.

Other Prohibitions: The lessor will not impose restrictions on the organization with respect to providers (distributor or linked bingo game provider) of gambling-related equipment and services or in the use of net profits for lawful purposes.

The lessor, the lessor's immediate family, any person residing in the same residence as the lessor, and any agents or employees of the lessor will not require the organization to perform any action that would violate statute or rule. The lessor must not modify or terminate this lease in whole or in part due to the lessor's violation of this provision. If there is a dispute as to whether a violation occurred, the lease will remain in effect pending a final determination by the Compliance Review Group (CRG) of the Board. The lessor agrees to arbitration when a violation of this provision is alleged. The arbitrator shall be the CRG.

Access to Permitted Premises: Consent is given to the Board and its agents, the commissioners of revenue and public safety and their agents, and law enforcement personnel to enter and inspect the permitted premises at any reasonable time during the business hours of the lessor. The organization has access to the premises during any time reasonable and when necessary for the conduct of lawful gambling.

Lessor Records: The lessor must maintain a record of all money received from the organization, and make the record available to the Board and its agents, and the commissioners of revenue and public safety and their agents upon demand. The record must be maintained for 3-1/2 years.

Rent All-Inclusive: Amounts paid as rent by the organization to the lessor are all-inclusive. No other services or expenses provided or contracted by the lessor may be paid by the organization, including but not limited to:

- trash removal
- electricity, heat
- snow removal
- storage
- janitorial and cleaning services
- other utilities or services
- lawn services
- security, security monitoring
- cost of any communication network or service required to conduct electronic pull-tabs games or electronic bingo
- in the case of bar operations, cash shortages.

Any other expenditures made by an organization that is related to a leased premises must be approved by the director of the Board. Rent payments may not be made to an individual.

ACKNOWLEDGMENT OF LEASE TERMS

I affirm that this lease is the total and only agreement between the lessor and the organization, and that all obligations and agreements are contained in or attached to this lease and are subject to the approval of the director of the Gambling Control Board.

Other terms of the lease:

Signature of Lessor:

Date:

Signature of Organization Official (Lessee):

Date:

Print Name and Title of Lessor:

Print Name and Title of Lessee:

Scott Seim President

Rory Hany President

Questions? Contact the Licensing Section, Gambling Control Board, at 651-539-1900. 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 become public information when received by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.

Mail or fax lease to:

Minnesota Gambling Control Board
1711 W. County Road B, Suite 300 South
Roseville, MN 55113

Fax: 651-639-4032

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION 2022-32

**A RESOLUTION CONCURRING WITH THE ISSUANCE OF
A LEASE FOR LAWFUL GAMBLING ACTIVITY APPLICATION
FOR DODGE COUNTY YOUTH HOCKEY ASSOCIATION, INC.
AT 501 MAIN STREET NORTH, MANTORVILLE**

WHEREAS, Dodge County Youth Hockey Association, Inc. has submitted an application to the City of Mantorville for approval of a Lease for Lawful Gambling Activity Application to conduct lawful gambling at Mantorville Saloon, 501 Main Street North, Mantorville; 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 a Lease for Lawful Gambling Activity Application by the Gambling Control Board to Dodge County Youth Hockey Association, Inc. for lawful gambling activities to be conducted at Mantorville Saloon, 501 Main Street North, Mantorville, Minnesota, and hereby waives the 30-day waiting period.

Adopted by the City Council of the City of Mantorville, Minnesota, this 15th day of August 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 Assoc. License Number: 01982
Address: PO Box 311 City: Mantorville, MN Zip: 55955
Chief Executive Officer (CEO) Name: Jane Olive Daytime Phone: _____
Gambling Manager Name: Susan Endler 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 9/10/22 to 9/10/22

Check the type of games that will be conducted:

☐

Raffle

☐

Pull-Tabs

☒

Bingo

☐

Tipboards

☐

Paddlewheel

GAMBLING PREMISESName of location where gambling activity will be conducted: Greek Revival HouseStreet address and City (or township): 411 Clay 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

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> Date Approved by City Council: <u>August 15, 2022</u> Resolution Number: _____ (If none, attach meeting minutes.) Signature of City Personnel: <u>[Signature]</u> Title: <u>City Clerk - Treasurer</u> Date Signed: <u>08.02.2022</u>	County Name: _____ Date Approved by County Board: _____ Resolution Number: _____ (If none, attach meeting minutes.) Signature of County Personnel: _____ Title: _____ Date Signed: _____ TOWNSHIP NAME: _____
Local unit of government must sign.	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]
Signature of CEO (must be CEO's signature; designee may not sign)

7/21/22
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.

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.

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION 2022-34

**A RESOLUTION APPROVING AN APPLICATION TO CONDUCT OFF-SITE
GAMBLING FOR MANTORVILLE RESTORATION ASSOCIATION,
LOCATED AT 411 CLAY STREET, MANTORVILLE, MINNESOTA
ON SEPTEMBER 10, 2022**

WHEREAS, the Mantorville Restoration Association has submitted an application to the City of Mantorville for City approval to Conduct Off-Site Gambling on September 10, 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 September 10, 2022 at 411 Clay Street, Mantorville, Minnesota, and hereby waives the 30-day waiting period.

Adopted by the City Council of the City of Mantorville, Minnesota, this 15th day of August 2022.

ATTEST:

Chuck Bradford
Mayor

Shirley R Buecksler
City Clerk-Treasurer