



Trail to the Past. Road to the Future.

CITY COUNCIL MEETING

MANTORVILLE CITY COUNCIL CHAMBERS

21 5TH STREET E, MANTORVILLE, MN 55955

MONDAY, OCTOBER 24, 2022

IMMEDIATELY FOLLOWING THE PLANNING COMMISSION MEETING

1. Call to Order

2. Pledge of Allegiance

3. Changes to Agenda

4. Consent Agenda

- A.** Regular City Council Minutes of September 12, 2022
- B.** Accounts Payable Claims List for October 24, 2022
- C.** Approval of Additional Election Judges for 2022 General Election; Resolution No. 2022-46
- D.** Dodge County Board of Commissioners Minutes of September 27, 2022
- E.** Dodge County Board of Commissioners Minutes of September 13, 2022
- F.** Dodge County Board of Commissioners Minutes of August 23, 2022

5. 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.

6. Old Business/New Business

- A.** Septic Permit Application for 95 Scott Road

7. Reports

- A.** Public Works Report
 - 1)** Bids for Snow Removal
- B.** City Clerk Report
 - 1)** Schedule City Council Work Session for Budget Discussion
- C.** Consultant Report
- D.** Committee Reports
 - Chamber, EDA, Finance/Budget, Fire Department, Infrastructure, KM Joint Powers, MRA, Park Board, Personnel, Relief, Township*
- E.** Councilmember Reports
- F.** Mayor's Report

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

9. Adjourn

Upcoming Meetings and Events in Mantorville (through end of year):		
October 25, 2022	6:30 pm	Parks & Recreation Committee Meeting
October 29, 2022		Fall Festival
November 1, 2022	6:30 pm	Economic Development Authority Meeting
November 2, 2022	6:30 pm Training 8:30 pm Members Meeting	Mantorville Fire and Rescue General Meeting
November 8, 2022 ELECTION DAY	Polls open 7:00 am to 8:00 pm	No public meetings may be held between 6:00 pm and 8:00 pm on Election Day
November 11, 2022	City Offices Closed in Honor of Veterans Day	
November 14, 2022	6:30 pm	Regular City Council Meeting
November 24-25, 2022	City Offices Closed for the Thanksgiving Holiday	
November 28, 2022	6:30 pm	Regular City Council Meeting
November 29, 2022	6:30 pm	Parks & Recreation Committee Meeting
December 6, 2022	6:30 pm	Economic Development Authority Meeting
December 7, 2022	6:30 pm Training 8:30 pm Members Meeting	Mantorville Fire and Rescue General Meeting
December 12, 2022	6:30 pm	Regular City Council Meeting; Truth in Taxation Meeting
December 19, 2022	6:30 pm	Continuation of Truth in Taxation Meeting (TBD)
December 26, 2022	City Offices Closed for the Christmas Holiday	
Members of the City Council and other Boards may be in attendance at all meetings and community events in Mantorville		

**City of Mantorville
City Council Minutes
September 12, 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 (attended remotely
via phone), and Bill Kinney

Absent: None

Others Present: City Clerk-Treasurer Shirley Buecksler
Public Works Lead Joe Adams
Public Works Wade Schroeder

2. Pledge of Allegiance

Everyone stood and recited the Pledge of Allegiance.

3. Changes to the Agenda

Council approved the agenda, as presented.

Vote: 5 ayes / 0 nays. Motion carried.

4. Consent Agenda

- A. Regular City Council Meeting Minutes of August 29, 2022
- B. Accounts Payable Claims List for September 12, 2022

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

Vote: 5 ayes / 0 nays. Motion carried.

5. Proclamations, Presentations and Recognitions

There were no proclamations, presentations or recognitions.

6. Public Safety Update

- A. Mantorville Fire Department
 - General Meeting Minutes of September 7, 2022

- Hiring of New Firefighter Scott Stockinger

Mantorville Fire and Rescue approved hiring Scott Stockinger at their General Members Meeting on September 7, 2022.

Motion was made by Councilmember Hoaglund and seconded by Councilmember Ingalls to approve the hiring of Scott Stockinger with Mantorville Fire and Rescue.

Vote: 5 ayes / 0 nays. Motion carried.

7. Public Concerns

The following citizen(s) addressed the Council:

- A question was raised about the charge of \$723.80 to WHKS. City Clerk Buecksler clarified that this charge is for 2022 Street Improvements, not the 3rd Street project.

8. Old Business/New Business

A. Assessment Charges for 408 West Street; Resolution No. 2022-38

Motion was made by Councilmember Hoaglund and seconded by Councilmember Ingalls to adopt Resolution No. 2022-38 Approving the Re-Assessment of Charges in Relation to 408 West Street, City of Mantorville, Dodge County, Minnesota, PID 25.100.0160.

Vote: 4 ayes / 1 nays – Councilmember Kinney voted against. Motion carried.

B. Gambling Premises Permit Application from KM Snowdrifters to Conduct Lawful Gambling at 509 Main Street North; Resolution No. 2022-39

Council discussed the gambling permit application from KM Snowdrifters and gambling permits, in general. Council would like applicants to attend the meeting to answer any questions from Council.

Motion was made by Councilmember Hoaglund and seconded by Councilmember Kinney to table this item until Council has more information on dates and gambling activity.

Vote: 5 ayes / 0 nays. Motion carried.

9. Reports

A. Public Works Report

- 1) A pre-construction meeting was held today regarding the 2022 Street Improvements project. The project will be starting this week, and neighbors will be notified door-to-door. The project is estimated to be complete in four weeks. No roads are anticipated to be closed, but there may be closures at intersections. The contractor will work with everyone. This is mostly mill and overlay.

- 2) Marigold Days went well with no issues. Thank you to everyone who helped clean up. Councilmember Hoaglund said the Marigold Days Committee wanted to thank Public Works Staff for all their hard work.

B. City Clerk Report

No report.

C. Consultant Report

No report.

D. Committee Reports

1) Chamber

2) Economic Development Authority

- The EDA received an update from John Olive on the brewery restoration. They are getting some volunteer work from the Boy Scouts. The EDA was introduced to Alexandria Slocum from CEDA, who will be replacing Laura Qualey. Alexandria talked with them about grants, and she seems very enthusiastic and capable of doing the job.

3) Finance/Budget

4) Fire Department

5) Infrastructure

6) Kasson Mantorville Joint Powers

7) Mantorville Restoration Association

- Meeting tomorrow night.

8) Park Board

- The Park Board talked about the 2023 budget. Seeking permission to plant a tree (Japanese Lilac) in the campground in honor of Shelly Jensen-Germundson. This tree was donated with private funds, not from City or Park Board funds.

Motion was made by Councilmember Kinney and seconded by Councilmember Ingalls to approve the planting of a Japanese Lilac in the campground in honor of Shelly Jensen-Germundson.

Vote: 5 ayes / 0 nays. Motion carried.

- Martha Vrieze is interested in joining the Park Board.

Motion was made by Councilmember Hoaglund and seconded by Councilmember Kinney to approve the appointment of Martha Vrieze to the Parks and Recreation Committee, pending submission of the City application.

Vote: 5 ayes / 0 nays. Motion carried.

- 9) Personnel
- 10) Fire Relief
- 11) Township

E. Councilmember Reports

Councilmember Kinney

- 1) Stated that the grass at Walnut Street/3rd Street/Clay Street is growing nicely. Our last two rains have not caused any significant erosion along there. Interested if anyone in the audience that lives in this area has any residual concerns about the project. Other than those in the audience who shook their heads no, there was no response from the audience.
- 2) Asked about the ruts at Walnut and 3rd Streets. Is that to be taken care of by the City or a resident? Someone in the audience stated that this was done by a garbage truck.
- 3) Stated that the Park Board had a presentation on the potential review of the dam, and he encouraged members to think about asking Mark Gamm to come in and make a presentation for Council. This is for getting the evaluation, not for doing anything, but information never hurts. Since there is apparently a no cost offer by the Department of Natural Resources (DNR), we should take advantage of this, regardless of what we want to do with the dam.
 - Mayor Bradford said the ball is in their court and they were going to touch base with the City Clerk to get on the schedule.

Councilmember Kinney

- 1) Received more informal conversation that they are not in favor of potential things to be drawn up regarding the dam. They were very adamant of taking the dam out.

Councilmember Hoaglund

- 1) The Mantorville Restoration Association (MRA) will be meeting tomorrow night to secure a gambling site at El Patron Café in Kasson. There should be no problem meeting the City of Kasson's gambling ordinance because the MRA already donates a lot. The MRA is making efforts to be more transparent. The public is welcome to join the meeting tomorrow night at the Opera House.

Discussion on this item included:

- Is there a report of where the funds go to? Councilmember Hoaglund said a list was published in the Dodge County Independent newspaper.
- Could it be posted on the website? Councilmember Hoaglund said he will bring this up at the meeting.

Mayor Bradford said the MRA did another fantastic job with Marigold Days. He also received many positive comments regarding clearing up of the brewery. It is really illuminating one of our past structures and maintaining Mantorville's history. Well done.

F. Mayor's Report

- 1) Great job by the Mantorville Restoration Association for Marigold Days – all events went well.

10. Adjourn

Motion was made by Councilmember Ingalls and seconded by Councilmember Hoaglund to adjourn the meeting at 6:58 p.m.

Vote: 5 ayes / 0 nays. Meeting adjourned.

Respectfully Submitted,

Shirley R Buecksler
City Clerk-Treasurer

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Payments

Current Period: October 2022

Payments Batch 101922PAY		\$71,582.37	
Refer	0 AG PARTNERS COOPERATIVE	-	
Cash Payment	E 101-45200-212 Motor Fuels	ACCT 0151127	\$873.95
Invoice	09/30/22 10/24/2022		
Cash Payment	E 101-43100-212 Motor Fuels	ACCT 0151127	\$873.95
Invoice	09/30/22 10/24/2022		
Transaction Date	10/19/2022	Citizens State Bank 10100	Total \$1,747.90
Refer	0 AMAZON	Ck# 005744 10/24/2022	
Cash Payment	E 101-41500-200 Supplies	SEALS, DIVIDERS, STAPLER	\$29.11
Invoice	10/24/2022		
Transaction Date	10/19/2022	Citizens State Bank 10100	Total \$29.11
Refer	0 AMERICAN LEGAL PUB CORP	-	
Cash Payment	E 101-41600-304 Legal Fees	2022 PAGES	\$316.92
Invoice	19741 10/24/2022		
Transaction Date	10/19/2022	Citizens State Bank 10100	Total \$316.92
Refer	0 DELTA DENTAL	-	
Cash Payment	G 101-21708 Dental Insurance	ACCT 8912090001	\$199.30
Invoice	RIS0004495747 10/24/2022		
Transaction Date	10/19/2022	Citizens State Bank 10100	Total \$199.30
Refer	0 DEPARTMENT OF LABOR & INDUS	-	
Cash Payment	E 101-42400-300 Professional Svcs (GENE 9/30/22 QTR SURCHARGE REPORT		\$103.75
Invoice	10/24/2022		
Cash Payment	E 101-42400-300 Professional Svcs (GENE JUNE 2022 CREDIT		-\$0.50
Invoice	10/24/2022		
Transaction Date	10/19/2022	Citizens State Bank 10100	Total \$103.25
Refer	0 DODGE COUNTY INDEPENDENT	-	
Cash Payment	E 101-41110-352 Publishing	10/13/22 PUBLIC HEARING NOTICE	\$66.01
Invoice	14773 10/24/2022		
Cash Payment	E 101-41110-352 Publishing	10/11/22 HYDRANT FLUSHIN AD	\$90.00
Invoice	14750 10/24/2022		
Transaction Date	10/19/2022	Citizens State Bank 10100	Total \$156.01
Refer	0 FARMERS TOP SOIL, INC.	-	
Cash Payment	E 101-45200-401 Repairs/Maint Buildings	SCREENED TOP SOIL	\$359.75
Invoice	10047 10/24/2022		
Transaction Date	10/19/2022	Citizens State Bank 10100	Total \$359.75
Refer	0 INTERNAL REVENUE SERVICE	Ck# 005773 10/24/2022	
Cash Payment	G 101-21703 FICA Tax Withholding	SOCIAL SECURITY PR22	\$1,028.56
Invoice	10/17/22 10/24/2022		
Cash Payment	G 101-21709 Medicare	MEDICARE PR22	\$240.56
Invoice	10/17/22 10/24/2022		
Cash Payment	G 101-21701 Federal Withholding	TAX WITHHOLDING PR22	\$716.66
Invoice	10/17/22 10/24/2022		
Transaction Date	10/19/2022	Citizens State Bank 10100	Total \$1,985.78
Refer	0 JOHN DEERE FINANCIAL	-	

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Payments

Current Period: October 2022

Cash Payment	E 101-45200-404 Repairs/Maint Machinery	ACCT 44109-27838			\$131.52
Invoice	09/09/22	10/24/2022			
Transaction Date	10/19/2022	Citizens State Bank	10100	Total	\$131.52
Refer	0 KENNEDY & GRAVEN, CHARTERED				
Cash Payment	E 101-41600-304 Legal Fees	GENERAL CITY MATTERS			\$882.00
Invoice	170195	10/24/2022			
Cash Payment	E 101-41600-304 Legal Fees	BIGELOW ANNEX/DEV			\$251.00
Invoice	170195	10/24/2022			
Cash Payment	E 101-41600-304 Legal Fees	LEGAL CLAIM 101 3RD ST W			\$37.00
Invoice	170195	10/24/2022			
Transaction Date	10/19/2022	Citizens State Bank	10100	Total	\$1,170.00
Refer	0 LEAGUE OF MINNESOTA CITIES				
Cash Payment	E 101-41500-300 Professional Svcs (GENE	ADOBE PRO ANNUAL AND LEASE			\$171.88
Invoice	368813	10/24/2022			
Cash Payment	E 101-41500-208 Training, Mileage	FALL FORUMS			\$30.00
Invoice	368706	10/24/2022			
Transaction Date	10/19/2022	Citizens State Bank	10100	Total	\$201.88
Refer	0 LINCOLN NATIONAL LIFE INS. CO.				
Cash Payment	G 101-21711 Life Insurance Payable	ACCT ATCMNTRVL-BL-1557985			\$207.15
Invoice	11/01/22	10/24/2022			
Transaction Date	10/19/2022	Citizens State Bank	10100	Total	\$207.15
Refer	0 MENARDS - NORTH ROCHESTER				
Cash Payment	E 602-49450-220 Bldg.Repair and Mainten	ACCT 33140256			\$127.49
Invoice	12442	10/24/2022			
Transaction Date	10/19/2022	Citizens State Bank	10100	Total	\$127.49
Refer	0 MINNESOTA REVENUE	Ck# 005768 10/24/2022			
Cash Payment	G 101-21702 State Withholding	WITHHOLDING REPORT 3RD QTR 2022			\$4.53
Invoice	10/12/22	10/24/2022			
Transaction Date	10/19/2022	Citizens State Bank	10100	Total	\$4.53
Refer	0 MINNESOTA REVENUE	Ck# 005772 10/24/2022			
Cash Payment	G 101-21702 State Withholding	PR22 STATE WITHHOLDING			\$373.47
Invoice	10/17/22	10/24/2022			
Transaction Date	10/19/2022	Citizens State Bank	10100	Total	\$373.47
Refer	0 MN PERA	Ck# 005771 10/24/2022			
Cash Payment	G 101-21704 PERA	PR22			\$1,172.97
Invoice	10/17/22	10/24/2022			
Transaction Date	10/19/2022	Citizens State Bank	10100	Total	\$1,172.97
Refer	0 MN PERA	Ck# 005770 10/24/2022			
Cash Payment	G 101-21704 PERA	PR22.01			\$83.12
Invoice	10/17/2022	10/24/2022			
Transaction Date	10/19/2022	Citizens State Bank	10100	Total	\$83.12
Refer	0 ON SITE COMPUTERS, INC				
Cash Payment	E 101-41500-300 Professional Svcs (GENE	ACCT 080			\$66.70
Invoice	CW81897	10/24/2022			
Cash Payment	E 101-41500-300 Professional Svcs (GENE	ACCT 080			\$233.00
Invoice	CW82021	10/24/2022			

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Payments

Current Period: October 2022

Cash Payment	E 601-49400-300 Professional Svcs (GENE ACCT 080				\$12.00
Invoice	CW82021	10/24/2022			
Transaction Date	10/19/2022	Citizens State Bank	10100	Total	\$311.70
Refer	0 SIMPLY TIDY, LLC	-			
Cash Payment	E 101-41940-439 Janitors				\$65.00
Invoice	3362	10/24/2022			
Transaction Date	10/19/2022	Citizens State Bank	10100	Total	\$65.00
Refer	0 SL CONTRACTING, INC	-			
Cash Payment	E 101-43100-224 Street Maint Materials	BLACK DIRT AND HYDROSEEDING 2022			\$30,720.00
Invoice	14138	10/24/2022			
Transaction Date	10/19/2022	Citizens State Bank	10100	Total	\$30,720.00
Refer	0 WHKS & COMPANY	-			
Cash Payment	E 457-41950-303 Engineering Fees	PROJECT 08850.00			\$23,715.53
Invoice	46689	10/24/2022			
Cash Payment	E 101-41950-303 Engineering Fees	PROJECT 06878.22			\$1,275.00
Invoice	46690	10/24/2022			
Cash Payment	E 313-47000-303 Engineering Fees	PROJECT 09467.00			\$7,042.21
Invoice	46687	10/24/2022			
Transaction Date	10/19/2022	Citizens State Bank	10100	Total	\$32,032.74
Refer	0 CORE & MAIN, LP	-			
Cash Payment	E 601-49400-228 Equip. Repair and Mainte ACCT 229816				\$82.78
Invoice	R724211	10/24/2022			
Transaction Date	10/20/2022	Citizens State Bank	10100	Total	\$82.78

Fund Summary

	10100 Citizens State Bank	
101 GENERAL FUND		\$40,602.36
313 GO SERIES BOND 2022A		\$7,042.21
457 STATE HIGHWAY 57 PROJECT		\$23,715.53
601 WATER FUND		\$94.78
602 SEWER FUND		\$127.49
		<u>\$71,582.37</u>

Pre-Written Checks	\$3,648.98
Checks to be Generated by the Computer	\$67,933.39
Total	<u>\$71,582.37</u>

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION 2022-46

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

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

WHEREAS, the City of Mantorville is in need of additional Election Judges for the General Election on November 8, 2022.

NOW, THEREFORE, BE IT RESOLVED, that the Mantorville City Council appoints the person(s) listed below to the position of Election Judge and Student 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	
Teresa Peterson	Election Judge
Ryan Buckingham	Election Judge
Cullen Santjer	Student Election Judge

Adopted by the City Council of the City of Mantorville, Minnesota, this 24th day of October 2022.

ATTEST:

Chuck Bradford
Mayor

Shirley R Buecksler
City Clerk-Treasurer

UNAPPROVED MINUTES OF THE DODGE COUNTY BOARD OF COMMISSIONERS REGULAR MEETING HELD SEPTEMBER 27, 2022
--

Chair

Convene County Board Meeting

The Dodge County Commissioners met in regular session September 27, 2022, in the County Board Room at the Dodge County Government Services Building, Mantorville, MN, at 5:00 p.m. Chair Tim Tjosaas called the meeting to order at 5:00 p.m.

Attendee Name	Title	Status	Arrived
John Allen	District 1	Absent	
Tim Tjosaas	District 2	Present	5:00 PM
Rodney Peterson	District 3	Remote	5:00 PM
Rhonda Toquam	District 4	Present	5:00 PM
David Kenworthy	District 5	Present	5:00 PM

Pledge of Allegiance

The pledge of allegiance was recited.

Determine Quorum

The 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 as Amended

Mr. Elmquist informed the Board that a budget discussion with the Environmental Services Director is being added to the agenda as item 3.4.

Motion by Kenworthy seconded by Toquam to approve and adopt the agenda as amended to include the addition of a 2023 budget discussion with Environmental Services as item 3.4.

Motion Adopted [Unanimous]

Consent Agenda

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

Motion Adopted [Unanimous]

1.1. Committee of the Whole - Committee Meeting - Sep 13, 2022 9:00 AM

1.2. Board of Commissioners - Regular Meeting - Sep 13, 2022 9:30 AM

Buffy Beranek, SEMMCHRA Executive Director

SEMMCHRA Levy Request

Ms. Beranek met remotely with the Board to discuss SEMMCHRA's preliminary levy request.

The Executive Director shared the following 2023 levy budget request information:

Total Request: \$52,555 Total Levy Requested for 2023

- The estimated cost of the 2022 request to a taxpayer with a \$275,000 taxable market value is \$3.70.
- This is an increase of \$1,377 or 2.7%.

Use of Funds:

- \$48,055 for General Fund Expenditures
 - This represents the Dodge County share of the levy funded general fund overhead.
- \$4,500 - Dodge County Housing Development
 - Matching Funds for \$108,000 grant leverage
 - Two-year grant/commitment
 - HECAT 2022-2023 Program Leverage

Levy/Funding Additional Information:

- Return on Levy Investment: For the dollars SEMMCHRA levied, the average return on investment is over \$12.60.
- SEMMCHRA pays property taxes to Dodge County of approximately \$31,000 annually.
- Total HRA levy capacity is approximately \$656,400 and 8% of maximum is being requested.

Commissioner Allen requested that the County Administrator, on his behalf, ask Ms. Beranek the following questions during her presentation:

1. How many residents of West Concord and Claremont have taken advantage of the loan program?
2. With the Inflation Reduction Act that includes windows, siding and other projects for home improvement, how does that relate to the services being managed by SEMMCHRA?

Ms. Beranek stated this is a separate program and she was not familiar with how those dollars are being allocated. The Executive Director reported if money is allocated to a specific city that

they would be happy to help them with the paperwork and determining how the money can be distributed. Ms. Beranek noted some grants are smaller and the money doesn't go far, however, if they could use the Inflation Reduction Act money and the Small Cities Grant money together, they would be able to get more done with the dollars they have.

Commissioner Kenworthy offered the following resolution (#2022-48), seconded by Commissioner Peterson:

**RESOLUTION APPROVING PRELIMINARY SPECIAL BENEFIT TAX LEVY OF
SOUTHEASTERN MINNESOTA MULTI-COUNTY HOUSING AND
REDEVELOPMENT AUTHORITY PURSUANT TO MINNESOTA STATUTES,
SECTION 469.033, SUBD. 6, AND APPROVING A BUDGET FOR FISCAL YEAR 2023**

WHEREAS, the Southeastern Minnesota Multi-County Housing and Redevelopment Authority (the "Authority") was created by action of the Boards of Commissioners of Dodge, Goodhue, Wabasha and Winona Counties (collectively referred to as the "Counties") pursuant to Minnesota Statutes, Section 469.004; and

WHEREAS, pursuant to such action on the part of the Counties and Minnesota Statutes, Sections 469.001 to 469.047 (the "Act"), the Authority was granted all of the same functions, rights, powers, duties, privileges, immunities and limitations as are provided for housing and redevelopment authorities created for cities under the Act; and

WHEREAS, Section 469.033, subd. 6, of the Act permits the Authority to levy and collect a special benefit tax of up to .0185% of taxable market value upon all taxable property, both real and personal, within the Authority's area of operation; and

WHEREAS, the Authority has requested that the Board of Commissioners of Dodge County approve the preliminary levy of such a special benefit tax in the amount of \$52,555.00 to be levied upon all taxable market value of taxable property within the Authority's area of operation contained within Dodge County; and

WHEREAS, the Board of Commissioners of Dodge County has considered such request by the Authority and believes that consenting to such a preliminary special benefit tax levy by the Authority is in the best interests of Dodge County and its residents; and

WHEREAS, the Authority is also required pursuant to Section 469.033, subd. 6, of the Act to, in connection with the levy of such a special benefit tax, formulate and file a budget in accordance with the budget procedures of the Counties in the same manner as required of executive departments of the Counties and the amount of the tax levy for the following year shall be based upon that budget and approved by the Counties; and

WHEREAS, the Authority has presented to the Board of Commissioners of Dodge County a copy of a proposed budget for its operations for fiscal year 2023.

NOW, THEREFORE, be it resolved by the Board of Commissioners of Dodge County as

follows:

Section 1. That the budget for fiscal year 2023 for the operations of the Authority as presented for consideration by the Board of Commissioners of Dodge County is hereby in all respects approved.

Section 2. That the levy of a preliminary special benefit tax pursuant to Minnesota Statutes, Section 469.033, subd. 6, is hereby consented to with respect to taxes payable in calendar year 2023 in the amount of \$52,555.00 to be levied upon all taxable market value of taxable property within the Authority's area of operation within Dodge County.

Resolution Adopted [Unanimous]

Lauren Cornelius, Environmental Services Director & Rita Cole, Assistant Waste Management Administrator

Adjustment to Waste-to-Energy Service Charge

Ms. Cornelius and Ms. Cole met with the Board to discuss a proposed adjustment to the Waste-to-Energy Service Charge.

It was reported the following Public Notice was published in the September 15, 2022 edition of the Dodge County Independent:

Public Notice: On September 27, 2022, at the Dodge County Government Services Building, the County Board of Commissioners will consider a resolution to increase the County's Waste-to-Energy Service Charge. If adopted, beginning January 1, 2023, the Service Charge may add about \$1.00 to \$2.00 per month to the garbage bill of a typical household. For more information regarding the proposed increase please call Dodge County Environmental Services Department at 507-635-6273 or see Dodge County Web Page:

https://www.co.dodge.mn.us/departments/garbage_disposal_transfer_station.php

Commissioner Kenworthy offered the following resolution (#2022-49), seconded by Commissioner Toquam:

WHEREAS the Dodge County Waste-to-Energy Service Charge Ordinance obligates waste generators to pay reasonable charges for waste management services the county provides; and

WHEREAS the County Board of Commissioners may adjust the Waste-to-Energy Service Charge by resolution following a public notice; and

WHEREAS on September 15, 2022, a Public Notice was published in the legal newspaper; and

WHEREAS the County Board has reviewed information related to the cost of providing waste management services and finds that adjustments to the Waste-to-Energy Service Charge are

reasonable.

Method of Collecting and remitting WTE Service Charge	Current WTE Service Charge	Adjusted WTE Service Charge effective January 1, 2023
Licensed Haulers collect WTE Service Charge from their customers and remit payment to county in accordance to Section 3 of the Ordinance.	24% of Sales Price of Hauler Services.	28% of Sales Price of Hauler Services.
"Self-Haulers" pay the WTE Service Charge when depositing solid waste at the County Transfer Station in accordance to Section 4 of the Ordinance.	\$154/ton	\$158.25/ton

Resolution Adopted [Unanimous]

Construction Management Services

Ms. Cornelius informed the Board the Environmental Services Department is moving forward with a ReUse building after being awarded the grant from MPCA. They have put out Request for Proposals (RFP) in both Rochester newspapers and the local DCI. There have been a few bid submittals but all have been rejected as they were drastically outside the amount Environmental Services budgeted. The grant does have a timeline attached to it so they are presenting to the Board an alternate option to both achieve the construction of our ReUse building, stick closer to their budget and hopefully build a relationship for future projects.

Tyler Kaczmarek, Project Manager for Kraus-Anderson was present and informed the Board that Kraus-Anderson is interested in working with Dodge County. Kraus-Anderson staff has reviewed the ReUse Center RFP and is interested in serving as an advisor for Environmental Services on this project.

Mr. Kaczmarek informed the Board that Kraus-Anderson is proposing a Construction Management as Advisor (CMa) Master Agreement between Dodge County and Kraus-Anderson. A master agreement is a generic agreement that allows the County and Kraus-Anderson to enter into an agreement that is not project specific, but allows the two parties to agree to general contract terms. Under the master agreement, project-specific amendments would be created and submitted for approval.

The following is a list of steps Kraus-Anderson is recommending to move through the process:

Step One: *Execute a Master CMa Agreement with Kraus-Anderson.* This agreement would outline the general terms of the CMa contract and have no commitment to hiring Kraus-Anderson outside of agreeing to the contract terms.

Step Two: *Execute a Project-Specific Contract Amendment.* For a project like the ReUse facility, Dodge County can utilize CMa Services with Kraus-Anderson through a project-

specific contract amendment that will be reviewed and mutually agreed upon, prior to execution, and will include the following:

- Preconstruction Services: Project budgeting, planning, and bidding services.
- Site Services: Project staffing during construction.
- General Conditions
- Construction Management Fee: This fee will be established based on the scale and scope of the project.
- Project Timeline: An overall project timeline will be established in the amendment.

Step Three: *Preconstruction & Design*

- Confirm Dodge County's visions and goals
- Assist County in selection of Architect
- Work with County and Architect to understand options
- Confirm budgets for options under consideration
- Final documentation of selected options and budget
- Develop communication plan for stakeholder and community engagement, information
- Conduct preconstruction meetings

Cost and Schedule Management

- Detailed estimates throughout all phases
- Constructability review of design documents
- Site logistic planning/Safety Plan/Disruption Avoidance Plan
- Project delivery schedule from planning and design phase through postconstruction

Quality Control & Management Plan

- Architectural plan review
- Building systems review
- Pre-installation guidance and review

M&E Systems Review

- Review mechanical and electrical systems
- Life cycle cost analysis
- Commissioning assistance

Bid/Award

- Recommend bid packages
- Investigate and identify long-lead bid items for material and equipment
- Conduct pre-bid meetings with all bidders
- Publicly receive, review, and thoroughly analyze all bids
- Conduct pre-award conferences
- Recommend contract awards to Dodge County
- Monitor and coordinate submittal schedule
- Process samples and shop drawings

Step Four: *Construction*

- Communication of project goals/success factors with prime contractors

- Full-time, onsite field supervision
- Provide/monitor and update detailed project schedule
- Weekly progress meetings and reports
- Coordination of prime contractors
- Jobsite safety coordination
- Information management between field, Architect, and County
- Project controls (RFI, PCO, SI)
- Cost management
- Quality management
- Coordination with County inspectors

Post-Construction

- Supervise completion of punch list items and update project team on progress
- Arrange for systems training
- Verify compliance with all construction documents
- Manage warranty period and support County with warranty items
- Manage 11-month warranty inspection
- Continue relationship with the County and provide ongoing support after the warranty period

Kraus-Anderson is suggesting that the County execute a Master CMA Agreement with Kraus-Anderson to allow them to serve as the County's Construction Management Advisor and execute a Project-Specific Contract Amendment for preconstruction services which includes up-to-date and accurate cost models, cost estimates, and money-saving value management suggestions, saving the County time and money. Kraus-Anderson's open book, transparent, and collaborative process will help the County navigate the complexities of the design and construction process efficiently and make informed decisions with confidence. Mr. Kaczmarek reported the contract amendment breaks down each step of a project, the terms the County has agreed to and details about how Kraus Anderson can help the County with all aspects of a project.

Ms. Cornelius stated any time the county has a project, we would use Kraus-Anderson as Construction Management Advisor and then we would be able to see everything that we are being charged for every aspect of a project.

Ms. Cole informed the Board that Kraus-Anderson will be able to help them out with the day-to-day stuff during the ReUse Center construction to make sure that everything is being done on time. The Assistant Waste Management Administrator noted this is an ala-cart type service that is offered by Kraus-Anderson.

Commissioner Kenworthy wanted to know if there was a fee schedule.

Mr. Kaczmarek reported Kraus-Anderson is looking to execute a Master Service Agreement with Dodge County. With each project that comes to light they would be working on terms for a fee schedule. The Project Manager noted contract amendments are all scalable and that the scope of work depends on what they are being asked to do on each particular project, the fee is

a percentage-based fee that is calculated on the project cost.

Commissioner Kenworthy stated he would be interested in doing a Master Agreement and Contract Amendment with Kraus-Anderson and seeing a fee schedule for the ReUse Center project.

Commissioner Peterson stated he doesn't like the sound of this. This is the first time that this has popped up over the years and he would be more inclined to discuss having a building code and implementing that.

Commissioner Kenworthy wanted to know if the Facilities & Fleet Manager has reviewed this proposal.

The Environmental Services Director informed the Board that Duke Harbaugh has reviewed this.

Mr. Kaczmarek informed the Board that they have the ability to offer real time budget figures. Kraus-Anderson taps into the market and reviews budget figures all of the time.

Commissioner Toquam wanted to know if there was a time limit with this.

The Project Manager reported all this is at this time is Dodge County and Kraus-Anderson agreeing to terms, there are no time tables and no cost. If Dodge County decides to use another contractor for another project there is nothing that ties them to anything with the Master Service Agreement.

Commissioner Tjosaas wanted to know if the County Attorney has reviewed this document. Mr. Kiltinen indicated that he has not had an opportunity to review this agreement yet.

Commissioner Tjosaas clarified that we're just looking to see if the county is interested and if we are, then we'd enter into an agreement with Kraus-Anderson.

Ms. Cornelius stated she doesn't want to lose the grant from the MPCA or an opportunity to build a ReUse Center.

Commissioners Toquam, Kenworthy and Tjosaas were open to moving forward with a Construction Management as Advisor Master Agreement with Kraus-Anderson.

Motion No Vote

Market Price for 2023

The Environmental Services Director reported the county only needs to pay MN Solid Waste Management Tax on the "Market Price" of waste disposal services. The Market Price is the "lowest price available in the area". The County's disposal costs are higher than the Market Price so, to lower our tax rate, we need to pass a resolution that identifies the Market Price; then submit it to the State for approval. The current 2022 Market Price is \$67/ton.

Ms. Cornelius is recommending that the Board vote in favor of the proposed resolution that sets the 2023 Market Price for Solid Waste Management Tax at \$78.80/ton.

Commissioner Kenworthy offered the following resolution (#2022-50), seconded by Commissioner Toquam:

WHEREAS, the Minnesota Solid Waste Management Tax requires political subdivisions to identify by resolution a Market Price if the political subdivision:

- a. Subsidizes the cost of service at a facility; or
- b. Directly bills on a property tax statement for organized collection of mixed municipal solid waste.

WHEREAS, the political subdivision will be liable to pay solid waste management tax based only on the Market Price amount identified through the resolution; and

WHEREAS, the Market Price is defined in Minnesota statute as the "lowest price available in the area" considering disposal and transportation costs; and

WHEREAS, Dodge County's research has identified the Steele County Landfill as the lowest disposal price available in the area at a rate of \$74.00 per ton.

THEREFORE, BE IT RESOLVED, that County of Dodge, considering transportation costs, declares the 2023 Market Price be increased to \$78.80 per ton.

Resolution Adopted [Unanimous]

Recycling Bin Update

The Environmental Services Director informed the Board that the recycling bins located throughout the county are being used for garbage, not recycling. Ms. Cornelius believes the county needs to pull these bins for a while to let people know we are serious about how these bins are intended to be used. The bins clearly stated what is and isn't allowed in the bins and people are still leaving garbage at a few of the drop sites.

Commissioner Kenworthy stated he isn't opposed to pulling the recycling bins but he would like signs explaining why the bins are gone posted at the recycling bin sites. Mr. Kenworthy commented he doesn't want to see the bins pulled for an extended period of time.

Further discussion took place regarding what was being dropped off and where.

Ms. Cole informed the Board they know garbage is going to end up in the ditches once the bins are pulled, however they want to send a message to the offenders that Dodge County isn't going to tolerate garbage being put in our recycling bins.

Environmental Services 2023 Budget Discussion

Ms. Cornelius discussed with the Board her budget request for 2023. In the Environmental

Services proposed budget there are a few key things to note to help better understand it. As of this year the Transfer Station is debt/bonding free. Their 2023 contribution to Capital Replacement Fund is \$136,600. This money is not technically getting spent but is instead being allocated. The Capital Replacement Fund is important because it is used to pay for equipment when replacement is needed and it is also used to pay for higher cost services such as concrete crushing.

Secondly, the Transfer Station budget looks drastically higher this year. This can be easily explained due to Construction and Demolition (C&D) no longer being landfilled. The revenue and expenses for the C&D fund are now in the Transfer Station fund because they are a full Transfer Station with all demo being transferred. The Environmental Services Director noted the maintenance for the landfill will come out of the post closure fund.

Additionally, Environmental Services is proposing to increase the Waste-to-Energy Service Fee in 2023 from 24% to 28% to cover the increase in their garbage disposal cost to Olmsted County and the increased cost of fuel and repairs.

Lastly, Water Quality has gone up in expenses but has also gone up in revenue because of grant funds coming in and the addition of a radium grant expenditure account.

The County Administrator stated there were significant changes to the Transfer Station and Planning & Zoning budgets.

Ms. Cornelius & Ms. Cole were thanked for the information.

Guy Kohlhofer, County Engineer

PUC Comments

Mr. Kohlhofer informed the Board the Public Utilities Commission (PUC) comment period for the Dodge Wind LLC 259 MW Large Wind Energy Conversion System's 161 kV Transmission Line was recently re-opened. Due to recent discussions, it was thought that Dodge County should submit an updated comment.

Included in the Board packet was a draft comment and attachment written by the Highway and Environmental Quality departments. The County Engineer asked the Board to provide comments that could be submitted along with a letter that will be sent to the PUC for inclusion in their decision.

Discussion and comments were shared regarding the Transmission Line for Dodge Wind (DW) LLC.

The County Engineer stated we're not against wind farms but the county needs to determine whether or not they can grant the easements that have been requested. Dodge County is of the opinion that the road rights we hold may only be used for transportation purposes and the placement of public utilities as defined by 216B.02 Subd. 4, when they can be accommodated.

Mr. Kohlhofer noted DW has approached the Minnesota Department of Transportation (MnDOT) for placement along Highway 56 and was denied due to DW not being a public utility. Included in the Board packet was an email from MnDOT explaining their stance.

The County Engineer stated NextEra and Dodge Wind LLC is a private utility and Dodge County does not hold the rights needed to allow placement of private utilities within county road Right-of-Ways (R/W's).

Mr. Kohlhofer informed those present that the R/W for county roads range from 33 feet to 50 or 60 feet, each side of centerline. In some cases, those R/W's are for the sloping of ditches during construction and may or may not have acquired the rights for the placement of utilities beyond 33 ft. DW's "Application Alignment" and their "New Alternate" alignment utilizes various sections of county road with a variety of the aforementioned R/W's, most of which have only the 33 feet of easement allowing public use.

Upon review of the construction and placement of the proposed large transmission line the County Engineer has determined that placement within a road with a R/W of 50 feet or less is not feasible. The area needed for structures ranging from 4 to 7 feet in diameter with possible offset from the edge of R/W would place the majority of the poles in or near the ditch bottoms of the roads. This would cause reduced flow and increased sedimentation resulting in additional maintenance efforts for the county. This would be most noticeable in roads with only 33 feet of R/W. When located along a 2-lane road structures of this size require a road R/W of 60 feet or better. Multi-lane roads would require additional R/W.

Additionally; Rural county roads with less than 60 feet of R/W on each side are not considered "built out" and are slated to be expanded in the future when growth and traffic dictate. Dodge County has an ordinance restricting the placement of structures within 50 feet of the R/W to allow for that future expansion. Currently the utilities along county roads are relatively small and easily moved out when requested and therefore do not fall within that ordinance.

After considerable review it is the Highway Department's opinion that the placement of a large 161 kV transmission line cannot be reasonably accommodated within county rights of way and that the Dodge Wind transmission route could be better accommodated within a R/W of 60 feet or more.

NextEra Project Director Mark Lennox was available to comment remotely. Mr. Lennox reported he has previously spoken with the Board as to why he disagrees with the County Engineer. The Project Director stated if the county goes with Mr. Kohlhofer's recommendation it will make it much more difficult to find easements in the future. Mr. Lennox noted the letter being considered by the County Board doesn't propose a route alternate. Mark Lennox believes the county's best interest are served by leaving the door open for current routes to be measured on their merit. The Project Director stated they would like to find the route that works the best for the county.

The County Engineer discussed trunk highways and stated they don't explicitly recommend going down a trunk highway because he doesn't feel it's the county's place to recommend a state

R/W. Mr. Kohlhofer commented that although a recommended route may be in the best interest of the county it doesn't mean the county has the legal right to allow the easement.

Ms. Cornelius reported that she has reached out to Suzanne Steinhauer, Environmental Review Manager in the Energy Environmental Review and Analysis office at the Minnesota Department of Commerce and the window for the comment period has closed so if the Board wants to add additional comments, she needs to send any message from Dodge County by tomorrow.

Mr. Kohlhofer suggested the alternate route of Highway 56 and Highway 30.

Commissioner Peterson stated this sounds like a good compromise to him.

Commissioner Kenworthy commented roadway Right-of-Way is a touchy subject, that's why NextEra needs to be talking to the landowner, they have to right to allow this use on their property.

Commissioner Toquam agreed with Commissioner Kenworthy's comments.

Commissioner Tjosaas expressed concern with how close these poles are going to be; however, he was ok with adding the Highway 56 & Highway 30 language, he felt it's a logical route.

After further discussion it was the consensus of the Board that the County would prefer and support the placement of the transmission lines along the much wider State Highways 56 and 30 as they are more suitable for the expected structures.

Commissioner Kenworthy stated if the county does not have fee title easement for the transmission lines, Dodge Wind would need to get permission from the land-owner to use the R/W.

Mr. Kohlhofer explained that most of the R/W was a prescriptive easement and not fee title for the county.

Motion by Kenworthy seconded by Toquam to approve and authorize the County Engineer to send the proposed comments to the PUC regarding the Dodge Wind LLC 259 MW Large Wind Energy Conversion System's 161 KV Transmission Line with the addition of the following language:

The County would prefer and supports the placement of the transmission lines along the much wider State Highways 56 and 30 as they are more suitable for the expected structures.

Motion Adopted [Unanimous]

Paul Kiltinen, County Attorney

Legal Update

Mr. Kiltinen provided the Board with a legal update.

The County Attorney briefly discussed the process for replacing Judge Williamson when she retires.

Motion No Vote

Lisa Kramer, Finance Director

Insurance Committee Recommendation

Ms. Kramer reported as members of the Insurance Committee for 2023 and due to a 7.5% premium increase, they recommend a \$1,120/mo. (\$60 increase)/\$2,260/mo. (\$160 increase) contribution from the County towards the Cafeteria plan. The monthly breakdown comparison from current to proposed was listed as follows:

2022

Medical		ALT 1 - PP	ALT 1 - ACO		ALT 2 - PP	ALT 2 - PP
Monthly		Open	Mayo		Open	Mayo
County Contribution		\$ 1,060.00	\$ 1,060.00		\$ 1,060.00	\$ 1,060.00
Premium Rates Single		\$ 888.00	\$ 843.00		\$ 822.00	\$ 781.00
VEBA Deposit		\$ 140.63	\$ 140.63		\$ 166.67	\$ 166.66
Employee Cost	*	\$ 31.37	\$ 76.37		\$ 71.33	\$ 112.34
		*Money left over			*Money left over	
		ALT 1 - PP	ALT 1 - ACO		ALT 2 - PP	ALT 2 - PP
		Open	Mayo		Open	Mayo
County Contribution		\$ 2,100.00	\$ 2,100.00		\$ 2,100.00	\$ 2,100.00
Premium Rates Family		\$ 2,200.00	\$ 2,090.00		\$ 2,038.00	\$ 1,936.00
VEBA Deposit		\$ 281.25	\$ 281.25		\$ 283.00	\$ 283.00
Employee Cost		\$ (381.25)	\$ (271.25)		\$ (221.00)	\$ (119.00)

Proposed 2023

Medical		ALT 1 - PP	ALT 1 - ACO		ALT 2 - PP	ALT 2 - PP
Monthly		Open	Mayo		Open	Mayo
County Contribution		\$ 1,120.00	\$ 1,120.00		\$ 1,120.00	\$ 1,120.00
Premium Rates Single		\$ 952.10	\$ 923.53		\$ 855.28	\$ 829.62
VEBA Deposit		\$ 140.63	\$ 140.63		\$ 166.67	\$ 166.66
Employee Cost	*	\$ 27.27	\$ 55.84		\$ 98.05	\$ 123.72
		*Money left over			*Money left over	
		ALT 1 - PP	ALT 1 - ACO		ALT 2 - PP	ALT 2 - PP
		Open	Mayo		Open	Mayo
County Contribution		\$ 2,260.00	\$ 2,260.00		\$ 2,260.00	\$ 2,260.00
Premium Rates Family		\$ 2,359.87	\$ 2,289.07		\$ 2,119.90	\$ 2,056.30
VEBA Deposit		\$ 281.25	\$ 281.25		\$ 283.00	\$ 283.00
Employee Cost		\$ (381.12)	\$ (310.32)		\$ (142.90)	\$ (79.30)

It was noted the county will not have an increase in Dental, Life, or LTD rates.

Motion by Toquam seconded by Kenworthy to approve and authorize a \$1,120/mo. (\$60 increase)/\$2,260/mo. (\$160 increase) contribution from the County towards the 2023 Cafeteria Plan as recommended.

Motion Adopted [Unanimous]

Bills Reviewed

Ms. Kramer reviewed bills with the Board.

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

01	Revenue Fund	\$ 130,756.59
13	Road and Bridge Fund	\$ 204,657.41
16	Environmental Quality Fund	\$ 37,782.04
61	Nursing Home Fund	\$ 100.00
	Total	\$ 373,296.04

Motion Adopted [Unanimous]

Jim Elmquist, County Administrator

Personnel Actions

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

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

A. Public Health

- A.1 Alyssa Butterfield - Health Educator
Authorization to hire at C41 step 9 \$25.55 to fill approved vacancy.
Effective Date: 10/31/22

B. Sheriff's Office

- B.1 Justin Classon - Deputy Sheriff
Step increase from C41 step 5 \$32.42 to C41 step 6 \$33.22.
Effective Date: 9/16/22

C. Administration

- C.1 Lisa Hager - Employee Relations Director
Step increase from D61 step 6 \$45.90 to D61 step 5 \$47.28.
Effective Date: 9/2/22
- C.2 Nicholas Harbaugh - Facilities & Fleet Manager
Step increase from C43 step 4 \$40.10 to C43 step 3 \$41.71.
Effective Date: 9/9/22

D. Annual Job Description Review

- D.1 Request approval of updated job descriptions for the following positions as part of the 1/3 of job descriptions reviewed annually:
1. Executive Assistant
 2. Waste Management Administrator
 3. Sewage Treatment Program Manager
 4. Highway Accountant
- Effective Date of any B/G Changes: 12/1/22

The County Attorney left the meeting at 5:57 p.m.

Motion Adopted [Unanimous]

2023 Preliminary Budget Certification

The County Administrator reported the final draft of the 2023 preliminary budget is included in the Board packet. This preliminary budget represents 5.1% increase over 2022 for a total levy of \$16,647,955. The total budget represented at this meeting is \$37,105,854. This total budget number is somewhat smaller than 2022, but still higher than pre-bonding. The Highway Department has a fairly aggressive construction schedule planned for 2023.

This preliminary budget and levy will be used to calculate Truth in Taxation notices to be mailed in November. Between this preliminary certification date (September 27, 2022) and the final budget hearing on December 13, 2022, the Board may continue to refine the budget and levy, however the preliminary levy represents the maximum amount the county can certify in 2023.

Per the resolution, the final budget hearing is scheduled for December 13, 2022 at 6:00 p.m. as this date is an evening Board meeting falling within statute and rules established by the Minnesota Department of Revenue. It was noted this would normally be a day meeting so the Board is being asked to change from normal scheduling for this TNT meeting.

Adjustments in this budget include a reduction in MN Prairie's appropriation of \$182,853 and an increase in interest earnings of \$50,000. It is anticipated this levy may be reduced going forward with potential fluctuations that could be made within the county's Joint Powers Board agreements and with possible costs being flushed out into December.

As stated on the net levy summary page that was included in the Board packet, the overall effective levy rate will be reduced by -10.6 percent.

Resolution No Vote

2023 Preliminary Budget Certification w/FTE's Added

Mr. Elmquist reviewed with the Board the 2023 preliminary budget certification with FTE requests added.

As stated on the net levy summary page which was included in the Board packet, the overall effective levy rate will be reduced by -9.9 percent.

Commissioner Kenworthy stated that he preferred having the opportunity to look at the FTE requests a little more. Approving the preliminary budget with the FTE amounts figured in would allow the Board additional time to explore the option of adding the requested FTE's.

Commissioner Kenworthy offered the following resolution (#2022-51) which represents a 5.8% increase over 2022, seconded by Commissioner Peterson:

WHEREAS, Minnesota Statute 275.065 requires Dodge County to adopt a proposed budget and certify the preliminary tax levy for taxes payable in the following year by September 30th; and

WHEREAS, Dodge County continues to have increased demands on its budget due to a number of factors including: capital needs, increasing costs for state mandated services, and increasing personnel costs; and

WHEREAS, the Dodge County Board of Commissioners considers the growth of Dodge County a key factor in delivering services and helping to spread the cost of county government to additional taxpayers while understanding that with this growth, tax rates may stabilize.

NOW THEREFORE BE IT RESOLVED that the Dodge County Board of Commissioners hereby adopts the 2023 preliminary county budget at \$37,217,910 and certifies the 2023 preliminary tax levy at \$16,760,011.

BE IT FURTHER RESOLVED, that under state statute the County Board must announce at this meeting their preliminary tax levy amount and the date and location of the County Board meeting at which the final budget/tax levy will be discussed and certified. This meeting will be held as a part of the County Board meeting scheduled for Tuesday, December 13, 2022 at 6:00 p.m. at 721 Main Street N. in Mantorville, Minnesota.

Resolution Adopted [Unanimous]

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

The County Administrator informed the Board that the county is still looking for a new Selco representative, we've been without one for the last three months. Commissioners were asked to think about individuals in the areas they represent that may be interested in serving on this board.

Motion No Vote

Public Health Committee Report, Commissioner David Kenworthy

Commissioner Kenworthy presented a summary of the Public Health Committee report.

Motion No Vote

Public Safety Committee Report - Commissioner Rhonda Toquam

Commissioner Toquam presented a summary of the Public Safety Committee report and action items.

2023 Towards Zero Deaths Grant

The Dodge County Sheriff's Office is seeking a resolution to enter into an agreement with the Minnesota Office of Traffic Safety for the 2023 Towards Zero Deaths traffic safety initiative.

The grant funds overtime (plus fringe benefit) patrols of Dodge County for specific traffic safety projects that include impaired driving, seatbelt enforcement, distracted driving, speed enforcement, and move over laws.

As in years past the Dodge County Sheriff's Office is the fiscal administrator and will coordinate the grant. Our partner agencies are the Kasson Police Department, West Concord Police Department, Steele County Sheriff's Office and Blooming Prairie Police Department.

The funding for 2023 is as follows:

- Impaired Driving Enforcement - \$8,300
- Seat Belt Enforcement - \$3,900
- Speed Enforcement - \$6,300
- Distracted Driving Enforcement - \$4,000
- Move Over Enforcement - \$900
- Equipment Purchase Match - \$1,100

The total for the grant is \$25,600.

The grant is funded by the National Highway Traffic and Safety Administration (NHTSA). The funding is allocated to the state and then distributed by need according to data received by

the Minnesota Office of Traffic Safety. The goal is to reduce traffic fatalities and serious injuries to zero.

Over the past several years Dodge County has averaged one to two fatalities per year but as seen by the numbers provided, the average seems to be growing. As of today, there have been 2 fatalities on our roadways in 2022, 3 in 2021, 3 in 2020, 4 in 2019, and tragically 6 in 2018. Funding for this grant is necessary to achieve the county's goal of zero deaths on our roads.

Commissioner Toquam offered the following resolution (#2022-52), seconded by Commissioner Kenworthy:

BE IT RESOLVED that the Dodge County Sheriff's Office enter into a grant agreement with the Minnesota Department of Public Safety, for traffic enforcement projects during the period from October 1, 2022 through September 30, 2023.

The Dodge County Sheriff is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of the Dodge County Sheriff's Office and to be the fiscal agent and administer the grant.

Resolution Adopted [Unanimous]

Administration Committee Report - Commissioner Tim Tjosaas

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

Commissioners provided their agency reports. Commissioner Allen was not available to report his meeting attendance. Commissioner Kenworthy attended a DFO Joint Powers Board meeting, an ECB Steering Committee meeting, a Fairview Care Center meeting and a Public Health meeting. Commissioner Peterson attended a MnPrairie Board meeting, an AMC Fall Policy Conference, union negotiations, a State Advisory Board Mental Health Workshop and a Fairview Care Center meeting. Commissioner Tjosaas attended a MnPrairie Work Session /Joint Powers Board meeting, a DFO meeting, a SCHRC meeting and a Fairview Care Center meeting. Commissioner Toquam attended a SCHA Executive Committee meeting, a SCHRA meeting for an Executive Director, a SCHRA Board meeting, a Board meeting and a Fairview Care Center meeting.

Motion No Vote

There were no Other Deferred Business items to discuss.

Motion No Vote

Adjourn

Meeting Adjourned

Motion by Kenworthy seconded by Peterson to adjourn the meeting at 6:20 p.m.

The next regular meeting of the Dodge County Board of Commissioners will be held on October 11, 2022 at 9:30 a.m.

Motion Adopted [Unanimous]

UNAPPROVED MINUTES OF THE DODGE COUNTY BOARD OF COMMISSIONERS REGULAR MEETING HELD SEPTEMBER 13, 2022
--

Chair

Convene County Board Meeting

The Dodge County Commissioners met in regular session September 13, 2022, in the Commissioner's Room at the Dodge County Government Services Building, Mantorville, MN, at 9:31 a.m. Chair Tim Tjosaas called the meeting to order at 9:31 a.m.

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

Pledge of Allegiance

The pledge of allegiance was recited.

Determine Quorum

The 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

Motion by Peterson seconded by Toquam to approve and adopt the agenda as presented.

Motion Adopted [Unanimous]

Consent Agenda

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

Motion Adopted [Unanimous]

- 1.1. Committee of the Whole - Committee Meeting - Aug 23, 2022 4:00 PM
- 1.2. Board of Commissioners - Regular Meeting - Aug 23, 2022 5:00 PM

- 1.3. Third Amendment to Medical Examiner/Autopsy Services Agreement Request
- 1.4. Final Payment for SAP 020-599-118
- 1.5. Final Payment for 2021 Bituminous Projects

Mark Lennox, NextEra Energy Project Director**Dodge County Wind Project**

Mark Lennox with NextEra Energy Resources provided the Board with a Dodge County Wind Project update.

Mr. Lennox discussed with the Board use of road rights-of-way.

Zac Ruzycki from Great River Energy and a representative from Steele-Waseca Co-op were available to comment.

The update included the following:

- Project Update
 - New route alternate segments
 - Timeline
 - Economic benefits and community engagement
- Utility use of road right of way
 - Statute covering county authority to permit and restrict access to public roads
 - Does the statute limit authority to certain kinds of utilities?
 - Types of utilities
 - County regulations
- Next steps

Mr. Lennox reported they have moved the proposed transmission line to properties they have agreements with property owners and are making every effort they can to listen to the concerns this Board has expressed.

Commissioner Peterson thanked Mr. Lennox for bringing them up to speed on this project. Mr. Peterson reported they are educated on the statute and how it applies to them. Commissioner Peterson stated they are not against having the wind energy here, the question is how they are going to transfer the energy to the sub stations. Mr. Peterson informed Mr. Lennox the County wants them to be able to control this and noted they don't need them interfering with farming practices since Dodge County is an agriculturally based county and farming is a big thing here. Commissioner Peterson noted he still thinks moving the lines under-ground is better or moving the line to a place with more right of way, like the states right of way, would be a better fit for the transmission lines.

Commissioner Peterson asked for clarification on what the lines on the alternate options map represented.

The Project Director reported the yellow line represents the original proposed route. The new alternate segments are marked with a dotted purple/black line while the orange line represents the line route and the dotted lines represent the preliminary alignments.

Commissioner Kenworthy stated the emphasis is on talking to the land owners around the distribution line. There is no conveyance to people who don't have agreements with NextEra. Mr. Kenworthy suggested that they talk to other similar businesses out there to see if they can use the same right of way.

Mr. Lennox reported they are actioning on having a relationship with the landowners, they are not opposed to this. The Project Director reported they have talked about the possibility of co-locating with other facilities and have had discussions with them regarding co-locating lines in order to try to minimize what infrastructure will be there in the right of way.

Commissioner Toquam reported she heard from some constituents regarding this topic over the weekend. Ms. Toquam noted they aren't against the project; they just need to have criteria that needs to be met in order to keep people happy.

Commissioner Tjosaas informed Mr. Lennox the Board will discuss this information a little further and see what they can come up with.

No formal action was needed at this time.

Motion No Vote

Lisa Kramer, Finance Director

Bills Reviewed

Ms. Kramer reviewed bills with the Board.

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

01	Revenue Fund	\$ 281,637.14
13	Road and Bridge Fund	\$ 92,755.82
16	Environmental Quality Fund	\$ 129,929.80
32	County Capital Projects	<u>\$ 282,496.31</u>
	Total	\$ 786,819.07

Motion Adopted [Unanimous]

Rita Cole, Assistant Waste Management Administrator

Temporary Amendment to Solid Waste Management Agreement Between Dodge County and Olmsted County

Ms. Cornelius reported Dodge County and Olmsted County cooperate in waste management activities defined in our Joint Solid Waste Management Agreement.

The Joint Agreement may be amended following authorization by each County Board.

The existing Joint Agreement includes a formula to determine the fee Dodge County pays Olmsted for waste disposal at the OWEF and Olmsted Landfill.

The Joint Powers Board has found that the Dodge Tipping Fee formula defined in the Joint Agreement:

- a) is complex and time consuming and has led to unproductive disagreements between parties, and
- b) causes difficulty for both parties to effectively plan and budget annually.

Therefore, since 2011, each County Board has agreed to forego the Dodge Tipping Fee formula in favor of fee adjustments based on inflation. The proposed calculation illustrates the inflationary adjustment proposed for the Dodge Tipping Fee years 2023 through 2025.

Year	Base Fee	Inflation Rate*	Fee with Inflation	Avg 3-year Fee
2017	\$ 113	2.0%	\$ 116	\$ 118
2018	\$ 116	2.0%	\$ 118	\$ 118
2019	\$ 118	2.0%	\$ 120	\$ 118
2020	\$ 120	2.1%	\$ 123	\$ 125
2021	\$ 123	2.1%	\$ 126	\$ 125
2022	\$ 126	2.0%	\$ 128	\$ 125
2023	\$ 128	2.2%	\$ 131	\$ 134
2024	\$ 131	2.2%	\$ 134	\$ 134
2025	\$ 134	2.2%	\$ 137	\$ 134

*Inflation rate taken from Congressional Budget Office Report - The Budget and Economic Outlook: Fiscal Years 2021 to 2031.

Environmental Services is recommending that the Board vote in favor of the proposed Temporary Amendment to the Solid Waste Agreement between Dodge County and Olmsted County.

The Temporary Amendment sets the Dodge Tipping Fee at \$134 per ton for the term of January 1, 2023 through December 31, 2025.

At this time, Environmental Services believes that Temporary Amendment is better for Dodge County than the formula defined in the Joint Powers Agreement.

Motion by Allen seconded by Kenworthy to approve and authorize the Chair and County Administrator to sign the proposed Temporary Amendment to the Solid Waste Agreement

between Dodge County and Olmsted County.

Motion Adopted [Unanimous]

Melissa DeVetter, Project Manager

IUP #22-06 Bramstedt

Ms. DeVetter presented for the Board's consideration the September 7, 2022 Planning Commission recommendations.

The Project Manager discussed IUP #22-06 Bramstedt.

Motion by Toquam seconded by Allen to approve of the following action of the Planning and Zoning Commission as reviewed on September 7, 2022 with the reasons, recommendations and conditions as found in the individual permit:

Bramstedt - IUP #22-06

The first public hearing is to consider an application for Interim Use Permit #22-06 to establish a dwelling on less than 53 acres in the Ag District on approximately 9.38 acres located in Section 20, Westfield Township. The applicant and property owner is Shirley Bramstedt c/o Glen Bramstedt.

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. A Septic Permit shall be required prior to issuance of the Zoning Permit.
2. A Dodge County Zoning Permit shall be obtained before construction.
3. An address shall be obtained from the Dodge County Road Authority.
4. An Ag Covenant shall be signed and recorded prior to issuance of the Zoning Permit.

Motion Adopted [Unanimous]

ZA #22-06 Discontinuance of an IUP

Ms. DeVetter reviewed with the Board ZA #22-06.

ZA #22-06 Discontinuance of an IUP

The second public hearing is to consider an application for Zoning Amendment #22-06 to Chapter 18. To view the proposed language a copy will be available at the Dodge County Finance Office, the Dodge County Environmental Services Office and also on the County web site [www.co.dodge.mn.us/Departments/Environmental Services/Public Hearings](http://www.co.dodge.mn.us/Departments/Environmental%20Services/Public%20Hearings).

Commissioner Toquam offered the following resolution (#2022-46), seconded by

Commissioner Kenworthy:

WHEREAS, amendments of Chapter 18 (Administration) are proposed to address Interim Use Permit discontinuous; and

WHEREAS, a summary of the language to be amended in Chapter 18 (Administration) has been published in the legal newspaper on August 25th, 2022 and posted upon the county website; and

WHEREAS, a public hearing on the proposed amendments was held by the Dodge County Planning Commission on September 7th, 2022; and

WHEREAS, the Dodge County Planning Commission found the draft language to be consistent with the Dodge County Comprehensive Land Use Plan; and

WHEREAS, the Planning Commission recommended approval of the proposed amendment to Chapter 18 (Administration) to the Dodge County Board of Commissioners; and

WHEREAS, the Dodge County Board of Commissioners adopted the proposed amended Chapter 18 (Administration) at its September 13th, 2022 meeting.

THEREFORE, BE IT RESOLVED, that the County Board of Dodge County hereby adopts the amendment to Chapter 18 (Administration).

Resolution Adopted [Unanimous]

Paul Kiltinen, County Attorney

Legal Update

Mr. Kiltinen provided the Board with a legal update.

Motion No Vote

Administration Committee Report - Commissioner Tim Tjosaas

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

Dodge County Youth Hockey Association 50/50 Raffle Gambling Permit

Dodge County Youth Hockey Association is requesting a gambling permit for a 50/50 raffle to be held on September 10th during the Big Iron Classic. The 50/50 raffle will take place at Dodge County Fairgrounds, 62922 State Hwy 57, Kasson, MN 55944.

Commissioner Allen offered the following resolution (#2022-47), seconded by Commissioner Peterson:

BE IT RESOLVED that approval for Premises Permit Renewal Application has been given to

the following:

1. Dodge County Youth Hockey Association, Kasson, Minnesota to conduct gambling (50/50 Raffle) at Dodge County Fairgrounds (Dodge County Agricultural and Mechanical , 62922 State Hwy 56, Kasson, Minnesota) for the date of September 10, 2022.

Resolution Adopted [Unanimous]

Commissioners provided their agency reports. Commissioner Allen did not have any meetings to report. Commissioner Kenworthy attended a MnPrairie All Commissioners meeting. Commissioner Peterson attended an AMC Pre-Meet Zoom meeting and a Local Advisory Council meeting. Commissioner Tjosaas attended a MnPrairie Finance meeting and a Semcac meeting. Commissioner Toquam attended a MnPrairie All Commissioners meeting and a discussion with Buffy Beranek regarding Small Cities Grants.

Motion No Vote

There were no Other Deferred Business Items to discuss.

Motion No Vote

Jim Elmquist, County Administrator

Personnel Agenda Reviewed

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

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

A. Administration

- A.1 Matthew Bolum - Building Operations Manager
Step increase from B22 step 6 \$21.13 to B22 step 5 \$21.83.
Effective Date: 8/10/22

B. Sheriff's Office

- B.1 Shelly Grossman - Records Administrative Assistant
Step increase from B23 step 5 \$23.19 to B23 step 4 \$23.96.
Effective Date: 8/15/22
- B.2 Tyler Burke - 911 Dispatcher
Step increase from B23 step 4 \$23.34 to B23 step 5 \$24.30.
Effective Date: 9/07/22

C. Highway Department

- C.1 Adam Wendt - Equipment Operator III
Step increase from B23 step 84 \$26.51 to B23 step 96 \$27.04.
Effective Date: 9/01/22
- C.2 Ryan Baker - Engineering Tech III
Step increase from B23 36 month step \$29.00 to B23 48 month step \$29.36.
Effective Date: 9/1/22

Motion Adopted [Unanimous]

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

The County Administrator informed the Board that Buffy Beranek will be here at the next meeting to discuss SEMMCHRA's levy request.

Motion No Vote

Duke Harbaugh, Facilities & Fleet Manager

Maintenance Budget Reviewed

Mr. Harbaugh met with the Board to discuss the proposed 2023 Maintenance budget.

Looking at the actuals from 2020 and 2021 it shows they were short in a few lines and they worked to balance them to have as little impact as possible on the overall increase. The Facilities & Fleet Manager noted he understands the impact every increase has on the overall budget and looks to be as flat as possible.

The following increases were explained:

- **6250 (electricity)**
 - o Inflated energy prices will be hard to predict the next few years.
- **6310 (equipment repairs)**
 - o Costs are on the rise for all parts and motors pertaining to the HVAC equipment.
- **6311 (building maintenance)**
 - o With inflation all products are on the rise and it is anticipated these costs to continue to rise for all materials.
- **6312 (grounds maintenance)**
 - o Increased due to actual costs in 2021.
- **6412 (natural gas)**
 - o Increases with cost of inflation on fossil fuels.
- **6660 (capital outlay)**
 - o Kept this line the same even though it was scheduled to increase this year, this was to offset the increases throughout the other lines.

Mr. Harbaugh was thanked for the information.

Tobey Hicks, IT Director

IT Budget Reviewed

Mr. Hicks provided the Board with an overview of IT's capital items budget for the next two years and other line-item changes.

The IT Director discussed his 2023 budget and informed the Board that in the budget for 2021 he did not put any capital in. He tried to add additional staff and it did not happen in 2022. Mr. Hicks has adjusted the budget to reflect the increase in the salary area and is looking to add another IS Support Specialist position next year in 2023. It was noted the last time IT grew was

in 2011 when they added a total of 2 IS Support Specialists. The IT Director reported that Dodge County's technical needs have grown to a higher support level and the increase needs to be addressed with the addition of a new position. Included in the Board packet were metrics to support this request.

Mr. Hicks reported capital items for 2023 are two servers. One is a test server that is used for things they do that should not go on a production server and could stop someone from doing their job. The other server is the camera server. This upgrade was due in 2022, but was moved to 2023 to help reduce expenses in 2022. The IT Director informed the Board this is a very important server which needs to be updated due to the age and reliability of the server. These two items will cost a total of \$27,500.

Mr. Hicks stated another item in the General Services line item is Microsoft Office subscription at a G1 plan level. This will give them access to the Sharepoint systems they need to have for our intranet. Sharepoint is our intranet, the place where we store everything internally for use by employees. Examples are policies, forms, and information that employees use on a daily basis. This program has been free in the past but will now costs the county money to use. There will be a subscription fee moving forward starting at \$100 per person/account per year. Dodge County has 200 people/accounts so that puts the total cost at \$20,000 per year. The plan is within the next year or two (2024, 2025) to switch completely to the 0365 G3 Subscription. This program will run about \$200 per people/account per year. The county has 200 people/accounts which would bring the new total cost for that program to \$40,000 per year. Switching to this program would eliminate the need to spend \$17,000 on Office for computers that are replaced each year, \$8,000 yearly on Zix Encryption email service, \$3,000 on GFI Spam Filter, and includes the previous year's budget figure for the county's use of Sharepoint. An additional cost savings would be that we would no longer need to have a server for email, maintenance, and backup of the server. The new G3 plan would also include Microsoft Teams. Mr. Hicks indicated he could see a need for using both Zoom and Teams. Zoom is used for Board meetings and webinars, and Teams would be available for others that would want to use that program. The IT Director informed the Board that Amy Evans in Public Health has expressed an interest in using Microsoft Team in Public Health.

Dodge IT's Capital line item for 2024 includes server replacements of the Sheriffs Office main server and Dodge County's backup server. Both servers will be about \$21,000 each for a total of \$42,000. Mr. Hicks reported these servers are very important and need to be updated due to the age and reliability.

The Board thanked the IT Director for the information.

2023 Budget Discussion

Included in the Board packet was the third rendition of the 2023 budget. The County Administrator reported that since the last Board meeting, \$200,000 has been taken out of the Highway Construction budget rather than the \$300,000 to lessen the effect of levy increase. Mr. Elmquist noted the Board can let staff know what the plan is for this going into preliminary certification.

The County Administrator stated while it is better to have Commissioner Peterson and Commissioner Tjosaas' opinions on this, it is assumed MnPrairie's adopted budget will likely be their base budget. If this is the case, this would be another \$55,000 in reductions.

Since the last meeting, Lisa Kramer and Mr. Elmquist have met with the Highway Engineer, the County Sheriff and Environmental Quality regarding their budgets. Significant changes made were prisoner expenses to reflect Ms. Kramer's research of an average of 15 prisoners per day and a reduction to the vehicle lease budget which was mentioned at the last meeting. Environmental Quality had planned for a building in their capital budget that had been referenced in the ARPA spend-down so this was removed as well. This provided for a \$35,000 reduction.

The County Administrator informed the Board that Lauren Cornelius will present the Environmental Services budget request at the September 27th meeting.

At this point, the levy has been reduced to 6.7% on last year. A significant part of this budget are fixed costs like debt service, reduction in fund balance use, and wages and benefits (fixed only if FTE's aren't reduced).

Also included in the Board packet was an analysis of a home in Mantorville and tax effect along with an analysis of a 6.7% county levy impact in comparison to the previous 30 years.

The County Administrator discussed with the Board the tax capacity rate for Dodge County and noted that the 2023 tax capacity rate for Dodge County is the lowest it has been in the past 30 years.

Commissioner Kenworthy stated he thinks they're sitting pretty good with the proposed preliminary budget where it is, however he would like to see it come down more but wasn't sure how they would get there.

Commissioner Tjosaas reported he was ok with the preliminary levy being set at 6.7% but he would like to get it down to 5% by December.

Commissioner Toquam questioned whether or not there were any concerns with setting the preliminary levy too low, once it's set, they can't raise it. The County Administrator informed the Board that he and Lisa Kramer have had that discussion too.

Commissioner Peterson stated he doesn't want to use any more fund balance to get the levy to where they want it, they have done this in the past and it always comes back to haunt them.

Commissioner Toquam wanted to know how long it takes to recover from using fund balance. The Finance Director stated it depends on what it was used for.

It was the consensus of the Board that they would like the County Administrator and Finance Director to continue to look for places to cut the budget before the preliminary budget needs to be approved at the next County Board meeting.

Motion No Vote

Jim Elmquist, County Administrator

Closed Session - Collective Bargaining

Motion by Toquam seconded by Allen to close the meeting to the public at 11:13 a.m. to allow the County Administrator to discuss labor negotiations with the Board.

Motion Adopted [Unanimous]

Meeting Opened to the Public

Motion by Peterson seconded by Kenworthy to open the meeting to the public at 11:39 a.m.

Motion Adopted [Unanimous]

Adjourn

Meeting Adjourned

Motion by Allen seconded by Peterson to adjourn the meeting at 11:39 a.m.

The next meeting of the Dodge County Board of Commissioners will be held on September 27, 2022 at 5:00 p.m.

Motion No Vote

UNAPPROVED MINUTES OF THE DODGE COUNTY BOARD OF COMMISSIONERS REGULAR MEETING HELD AUGUST 23, 2022
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Chair

Convene County Board Meeting

The Dodge County Commissioners met in regular session August 23, 2022, in the County Board Room at the Dodge County Government Services Building, Mantorville, MN, at 5:00 p.m. Chair Tim Tjosaas called the meeting to order at 5:00 p.m.

Attendee Name	Title	Status	Arrived
John Allen	District 1	Present	5:00 PM
Tim Tjosaas	District 2	Present	5:00 PM
Rodney Peterson	District 3	Present	5:00 PM
Rhonda Toquam	District 4	Present	5:00 PM
David Kenworthy	District 5	Present	5:00 PM

Pledge of Allegiance

The pledge of allegiance was recited.

Determine Quorum

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

Also present:

Jim Elmquist	County Administrator
Becky Lubahn	Deputy Clerk

Establish Agenda

The County Administrator informed the Board that Change Order 8 is being added to the Facilities/Fleet Managers presentation and a closed session will be added at the end of the meeting to discuss collective bargaining.

Agenda Amended

Motion by Kenworthy seconded by Toquam to approve and adopt the agenda as amended to include the addition of Change Order 8 to the Facilities & Fleet Manager presentation and a closed session at the end of the meeting to discuss collective bargaining.

Motion Adopted [Unanimous]

Consent Agenda

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

Motion Adopted [Unanimous]

- 1.1. Committee of the Whole - Committee Meeting - Aug 9, 2022 9:00 AM
- 1.2. Board of Commissioners - Regular Meeting - Aug 9, 2022 9:30 AM
- 1.3. Cell Phone Stipends for Outer Shops

Guy Kohlhofer, County Engineer**Bridge 20504 Collapse**

Mr. Kohlhofer reported that on Friday, August 12th a timber bridge partially collapsed under the weight of a milling machine. No one was hurt, as the operator got off as he felt the deck shift. This bridge is located on CSAH 5 just north of CSAH 24 in Ellington Township.

The County Engineer stated it is too early to establish why the collapse happened. MnDOT does the county's safety inspections and load ratings and is investigating the cause.

The Highway Department had a Structural Engineer review the remaining structure to determine the possibility of opening the bridge to one lane of traffic. It was the engineer's opinion that the bridge was severely compromised by the partial collapse in combination with rot in the piles and would not have any meaningful capacity for traffic. The Structural Engineer recommended closing the bridge.

The Highway Department has closed the bridge at this time and is considering options to establish a temporary bridge or culvert until the bridge can be replaced.

The County Engineer reported replacement of the bridge has been placed on the fast track for survey and design. As this is an emergency closing, they are pursuing funding through MnDOT to replace the bridge in 2023.

Mr. Kohlhofer was thanked for the information.

Motion No Vote

Duke Harbaugh, Facilities/Fleet Manager**Construction Update, Change Orders 3-8, and Budget Update**

Mr. Harbaugh provided the following construction update for the Board:

- The roof purlins and brackets finally arrived and South Central has been installing them over the addition to the shop and The Joseph Co has been doing the same over the office addition.
- Interior framing is nearing completion throughout the office area.
- Roofing material should be on site for staging this week and the plan is to start roofing in the next 10 days.
- The east side footings for the stoop have been excavated and footings poured. The west side should be done early next week.

- All of the floors are poured and finished in the shop and offices and Komet will return to pour the stoops next week.
- The electrical sub has started installing the new system this week and plans to be there consistently until completion.
- The plumbing sub has all underground complete and is working on the venting and water system.
- Prehn's sub started on the cold storage shed last week and is moving right along with the construction with hopes to be wrapped up next week. Marti Electric has his power and spare conduit stubbed out of the stoop footing to allow the lines to be dug in once DeCook starts in on the fuel island.
- Fuel tanks and pad were removed and the excavation and removal was observed by a 3rd party, Carlson McCain, who also performed soil testing for contaminants. There were some trace levels of contaminants noted and Carlson McCain will prepare a report for the MPCA for mitigation of the contaminants. Any costs associated for the mitigation would qualify for the perfonfund reimbursement. Mr. Harbaugh has submitted the paperwork as required by the tank owner to our project manager with the MPCA and has been in contact with her several times. They are awaiting the report from Carlson McCain and then to see if the MPCA accepts their mitigation plan.

Change Orders 3-8

- RFI40/CO3 is an additional cost of \$1,674.37 to install new hairpins into the piers that were rotted away within the concrete. This cost was to drill through the pier and install a #6 rebar to tie in the floor rebar.
- PR03/CO4 is a credit for (\$1,937.40) as addendum three required a budgetary number to address the additional support for the overhead lintels that may be required due to unforeseen conditions. The additional work came in less than what was budgeted providing a credit.
- CR13/CO5 is an additional cost of \$5,604.03 and was to wrap the rust and rotten damaged columns, at the old wash bay, in concrete 4' up. This detail had rebar epoxied into the footing then the columns wrapped in rebar and finally sono tube formed upped four feet to support the columns.
- PR04/CO6 is a credit for (\$10,469.63) to remove the paneling on the north facing shop wall. The electrical detail did not provide the removal of the equipment on the wall and it was thought going around it would not look pleasing. The exposed existing block work along with the soffit would match the office tying the two parts together. It was the consensus to move forward with getting the credit for this space.
- PR05/CO7 \$861.42 is the cost to remove all of the soffit on the shop west, south and east elevations, insulate and panel up to the roof line, then install exposed typical gutters. This was brought up as part of the last change order due to the inability to perform the work they priced to replace the built-in gutter system. This price with all the credits and additional work seemed fair and will aesthetically look better. (Attachment included in the Board packet)
- CR16/CO8 Change Order - is to add CR16/CO8 for an additional \$899.49 to change the specified Marvin windows to a Kawneer aluminum store front window frame due to

substantial lead times on the specified window. The Kawneer is a continuous thermally broken aluminum framed window. The lead time for the specified window is 28 weeks while the Kawneer has a 9 week lead time.

Change Order 2 Update

- As part of CO 2, that was approved last month, was additional work to replace the built-in gutter system on the west shop wall. And as part of CO7 they removed that portion of work resulting in a savings of (\$10,577.28) on CO2 reducing the total to \$24,740.03 for change order 2.

Budget Update

- Contingency Budget
 - o \$216,000 (contingency)
 - o +\$58,000 (furniture savings)
 - § **\$274,000 total**
 - Ø -\$4,850 storage container
 - Ø -\$18,890 water main install
 - Ø -\$115,000 fire sprinkler
 - Ø -\$8,291 compressor
 - Ø -\$21,306 pressure washer
 - Ø -\$13,069 welding exhaust system
 - § **\$92,594 remaining**
 - Ø (\$4,089.00) CO 1
 - Ø \$24,740.03 CO 2
 - Ø \$1,674.37 CO 3
 - Ø (\$1,937.40) CO 4
 - Ø \$5,604.03 CO 5
 - Ø (\$10,469.63) CO 6
 - Ø \$861.42 CO 7
 - § **\$76,210.18 Remaining as of 08/17/2022**
- Main Shop Project Budget
 - o \$3,607,000 Original Contract amount
 - § Pay App 1 \$49,305
 - § Pay App 2 \$343,843
 - Ø (\$4,089.00) Change Order 1
 - § Pay App 3 \$342,988
 - Ø \$24,740.03 Change Order 2
 - § Pay App 4 \$288,833.25
 - § Pay App 5 (Voided)
 - § Pay App 6 \$256,025
 - o \$3,627,651.30 Contract Sum to Date
 - § **\$2,346,656,78 remaining**

- Fire Sprinkler \$115,000
 - o Pay App 1- \$14,250.00

- Prehn Building \$272,190
 - o Pay App 1- \$22,190
 - o Pay App2-\$150,000
 - § **\$100,000 remaining**

- Minnesota Petroleum
 - § **\$284,381 remaining**

Motion by Kenworthy seconded by Peterson to approve and authorize the Facilities & Fleet Manager to sign Change Orders 3-8 as presented.

Motion Adopted [Unanimous]

Melissa DeVetter, Project Manager

Cedar-Wapsipinicon Sub-Agreement

Ms. DeVetter met with the Board to discussed the proposed Cedar-Wapsi Sub-Agreement.

Included in the Board packet was the proposed sub-agreement between the Mower County SWCD (fiscal agent) and Dodge County (sub-recipient). The purpose of the agreement is to clarify the roles and responsibilities regarding delivery of the implementation activities of the Cedar-Wapsipinicon Comprehensive Watershed Management Plan. The agreement previously signed by Dodge County on December 28, 2020 will expire on October 31st, 2022. The current sub-agreement is written so that the agreement remains in place until Watershed Based Implementation Funds are no longer allocated to the Cedar-Wapsipinicon Watershed for plan activities so future additional sub-agreements will no longer be needed.

Motion by Toquam seconded by Allen to approve and authorize the Chair to sign the Cedar-Wapsipinicon Watershed Comprehensive Watershed Management Plan Sub-Agreement for Watershed Based Implementation Funding between Mower SWCD and Dodge County as recommended.

Motion Adopted [Unanimous]

FY 2022 Regional Safe Drinking Water Well Sub-Agreement between Wabasha SWCD and Dodge County

The Project Manager informed the Board that the Wabasha SWCD received an Accelerated Implementation Grant from the Minnesota Department of Health to continue its Safe Drinking Water for Private Well Users Program that will provide additional monitoring, outreach and financial assistance to address drinking water quality mitigation measures for private well users that are in the Watershed Alliance for the Greater Zumbro planning area. Participating counties include: Wabasha, Olmsted, Goodhue, Dodge and Rice. Under this agreement, Dodge County

is eligible to receive up to \$8,400.00 on a reimbursement bases for work plan activities in the work plan described as Exhibit A. This includes up to \$1,200.00 for public education, outreach and nitrate screening clinics and \$7,200.00 to provide financial assistance to eligible well owners, through cost-share for well mitigation.

The purpose of this Sub-Agreement is to clarify the roles and responsibilities of the parties regarding the project entitled, "SE MN Safe Drinking Water for Private Well Users Program" made possible through a grant received from the Minnesota Department of Health (MDH).

Motion by Allen seconded by Peterson to approve and authorize the FY 2022 Regional Safe Drinking Water Well Sub-Agreement between Wabasha SWCD and Dodge County and authorize the Board Chair to sign the agreement on behalf of Dodge County.

Motion Adopted [Unanimous]

Lauren Cornelius, Environmental Services Director

Easement Agreement for Septic System Located on 17.100.0990

Ms. Cornelius informed the Board that on November 16, 2021 the County Board agreed to purchase from the State the tax forfeited lot located in Wasioja, Parcel ID #17.100.0990 for the placement of septic systems by neighboring properties in need of replacement septic systems. The property owner(s) of Parcel ID #17.100.0940 are replacing their septic system and have drawn up an easement agreement for the septic system to be placed on the County owned lot. The placement of this septic system will still allow for one or two additional septic systems from other neighboring properties to be placed on the lot in the future. Once fully signed the easement agreement will be recorded onto the deeds.

Motion by Allen seconded by Kenworthy to approve and authorize the County Board Chair and the County Administrator to sign the proposed Easement Agreement between Dodge County and the property owners of Parcel ID #17.100.0940.

Motion Adopted [Unanimous]

Demolition Landfill Cover/Closure

The purpose of this memo is to notify the Board that Environmental Services intends to install final cover on cell IVb of the Dodge County Demolition Landfill. The final soil cover will consist of 18 inches of clay compacted in two lifts, each 9 inches thick, overlain with 8 inches of topsoil. Rough calculations have the estimated clay needed being 2,815 yd³ and 1,400 yd³ of topsoil. A request for proposal was published in the local Dodge County newspaper for the installation work and DeCook Excavating, Inc. was the only bid Dodge County received.

Dodge County has allotted \$56,000 in capital for the install of final cover on cell IVb. Included in the Board packet is the sole quote that was received from DeCook Excavating, Inc. at \$72,250.

Motion by Kenworthy seconded by Toquam to approve and authorize Environmental Services to move forward with contracting with DeCook Excavating to install the final cover on cell IVb

of the Dodge County Demolition Landfill as recommended.

Motion Adopted [Unanimous]

Paul Kiltinen, County Attorney

Resolution to Re-Establish a County Owned Vehicle Policy

Mr. Kiltinen reported this is a tabled item from July. The proposed resolution is for consideration and in place of the resolution #2019-03 from 2019. Also included in the Board packet was a copy of the Sheriff's Office Mileage Cost worksheet that has been referenced in a previous discussion.

The previous resolution from 2019 stated:

***WHEREAS**, the Dodge County Board of Commissioners recognize there are certain individuals who are employed with Dodge County and are provided county-owned take home vehicles; and*

***WHEREAS**, the Dodge County Board of Commissioners recognize there are benefits for certain employees being afforded county-owned take home vehicles for work purposes only; and*

***WHEREAS**, the Dodge County Board allows these positions to have a county-owned take-home vehicle:*

*County Engineer
Highway Maintenance Superintendent
Certain Sheriff personnel as determined by the County Sheriff*

***WHEREAS**, the Dodge County Board also recognizes there are county employees provided take home vehicles who reside outside of the county and allowed to take the vehicles to their place of residence; and*

***WHEREAS**, the Dodge County Board wishes to state that in the future, and not pertaining to those individuals currently provided a vehicle to their place of residence outside the county, that the overall practice of providing county-owned take home vehicles to individuals living outside the county be no longer allowed unless permitted by the Dodge County Board of Commissioners.*

***NOW THEREFORE BE IT RESOLVED**, that this resolution can be modified at any time by the Dodge County Board and takes effect immediately upon the resolution being adopted.*

Commissioner Allen was not supportive of the Sheriff's Office allowing two of the most recent Deputies to take vehicles out of the county and only being asked to reimburse the county at \$0.21 per mile. Commissioner Allen stated this isn't fair to the rest of the employees and doesn't begin to cover the cost of fuel or maintenance of the vehicle. It was Mr. Allen's opinion

that Sheriff Rose had not right to grandfather these last two Deputies in. Commissioner Allen stated these Deputies are getting extra money on their check that he feels they shouldn't.

Commissioner Peterson offered the following resolution (#2022-45), seconded by Commissioner Kenworthy:

WHEREAS, the Dodge County Board of Commissioners addressed the issues of County owned vehicles being taken home by employees of Dodge County; and

WHEREAS, the County Board passed a resolution identified as Resolution #2019 - 03, approved by unanimous action of the Board on January 8, 2019; and

WHEREAS, the Board in the above resolution stated that the practice of taking home County owned vehicles would be discontinued; and

WHEREAS, the Board identified that there may be some vehicles by individuals with unique employment needs to be approved in order to do their jobs most efficiently; and

WHEREAS, the Board identified, the Dodge County Highway Engineer, Highway Maintenance Superintendent, and certain Sheriff personnel as determined by the County Sheriff as some positions that would warrant the use of take-home vehicles; and

WHEREAS, it appears from discussion and observation that this prior Resolution identified above should be clarified and restated to reflect the direction of the Board.

NOW THEREFORE BE IT RESOLVED, by the County Board of Dodge County Minnesota as follows:

1. No employee of Dodge County shall be allowed to take a county owned vehicle to their residence, unless provided below.
2. The Board approves the use of County owned vehicle to be taken to the residence of the Dodge County Highway Engineer and the Highway Maintenance Superintendent.
3. The Board approves the use of County owned vehicle to be taken home by full time non-probationary employees of the Dodge County Sheriff's Department with the approval of the Dodge County Sheriff and the Dodge County Board of Commissioners. In the case of an employee of the Dodge County Sheriff's Department, if that residence is outside of the boundaries of the County of Dodge, then the employee shall be responsible to pay to Dodge County an amount equal to the mileage as set by the Internal Revenue Department, per mile traveled, from their residence to the Dodge County line.
4. The Board approves the use of County owned vehicles for members of the Dodge County Sheriff's Department with the re-imbursement amount for those as provided in the attached exhibit to this Resolution.

Resolution Adopted [4 to 1]

Mr. Kiltinen provided the Board with a legal update.

The County Attorney reported the county will have a tax forfeited property sale in the near future. One of the properties that will be forfeited is still being occupied therefore Mr. Kiltinen is planning to hire someone to assist the county with the eviction process.

The Finance Director was present and informed the Board that any cost incurred by the county for the forfeiture of the property can be applied back onto to property to recoup our money.

Motion No Vote

Lisa Kramer, Finance Director

Bills Reviewed

Ms. Kramer reviewed bills with the Board.

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

01	Revenue Fund	\$ 59,117.68
13	Road and Bridge Fund	\$ 135,760.35
16	Environmental Quality Fund	<u>\$ 8,161.71</u>
	Total	\$ 203,039.74

Motion Adopted [Unanimous]

Jim Elmquist, County Administrator

Mid-Year Financials 2022

Mr. Elmquist presented for the Board's consideration the mid-year financials for 2022. Overall, expenditures and revenues are showing normal movements through the first part of the year. As the Board is aware, tax receipts do not show in revenue until after July 1 so revenues always seem skewed at mid-year. One area that will look off is the debt fund which shows a portion of the receipt of the bond this year and expensed to another fund.

Also included are the cash balances for all accounts. This is provided so the Board may see where cash balances are throughout the year.

The County Attorney left the meeting at 5:55 p.m.

Motion No Vote

2023 Budget Discussion

The County Administrator reported the second rendition of the 2023 budget was included in the Board packet. There is an expectation of many changes before the September 27, 2022 preliminary certification but most of this budget is related to lost revenue and increased cost due to inflationary effects.

Factors and assumptions in this budget include:

HR costs - we have one settled collective bargaining agreement for one union at 2.25% for 2023. Six contracts remain to be settled.

Cafeteria: Assumption within the budget is the maximum increase we could get within the cooperative for 2023.

Tax capacity tax growth is approximately 15.9% for 2023, up from 3.9% in 2022.

Some highlights for this budget are as follows:

- MNPrairie has been reduced to reflect current request to its SDA Board.
- Highway is asking for a reinstatement of \$300,000 in their construction budget which was taken out last year. This was due to a significant levy impact along with the recognition that sales tax revenue has been significantly more than anticipated. Mr. Kohlhofer presented his budget at the Committee of the Whole meeting.
- In most budgets with vehicle costs, gas expenses show significant increases. 13-340-6567 shows increase of \$130,000 (Highway), 13-340-000-0000-6566 (Highway) an increase of \$40,000 and 01-201-000-0000-6566 (Sheriff) shows an increase of \$42,000.
- Sheriff's vehicle leases show a pretty significant increase (01-201-000-0000-6341) of \$55,000. Sheriff Rose presented his budget at the Committee of the Whole meeting.
- DFO shows a 6% increase. This is more of an educational guess than empirical.
- Sharepoint was amended to \$21,600 from the previous budget.
- General Government had revenue reductions in wind and solar tax, penalties, and federal cost share revenue, all to better match actual receipts. There was also a \$45,000 increase in insurance expense to more accurately match the premium.
- Debt Service increased \$248,000 with the addition of the debt for the new road and bridge facility. The transportation portion of that bond issue is paid by sales tax revenue.
- IT is requesting an increase of 1 FTE, but it is not included in this budget. Previously, Extension's \$39,340 for an additional .5 was in the last rendition of the budget for an educator, this has now been taken out. As requested, additional FTE's will be considered separately.
- A levy point equals approximately \$159,000.

Several changes were made after the County Administrator and the Finance Director's review.

Mr. Elmquist reported this is just for the Board's initial review. The Board will approve a preliminary levy in late September and a certified final levy in mid to late December.

Discussion took place regarding the possibility of having a special meeting to hear budget requests from some of the other departments. It was agreed that it would work better for everyone's schedules to include budget meetings with the remaining department heads on a regularly scheduled Board meeting date. Budget meetings with the rest of the department heads will be scheduled at the end of the September 13, 2022 Board meeting.

The Board briefly discussed where they would like to set the levy.

Commissioner Kenworthy stated the general consensus is that 10% isn't good and noted that some of the numbers were things that they really couldn't change. It was Commissioner Kenworthy's opinion that they should push hard to get the preliminary levy lowered.

Motion No Vote

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

Motion No Vote

Administration Committee Report - Commissioner Tim Tjosaas

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

Commissioners provided their agency reports. Commissioner Allen didn't have any meetings to report. Commissioner Kenworthy attended a SEEMS meeting, a DFO meeting and a DC Ag & Mechanical meeting. Commissioner Peterson attended a MnPrairie Work Session, a Recovery Support Workshop Mental Health Committee meeting, a SEMMCHRA Board meeting and a Canvassing Board meeting. Commissioner Tjosaas attended a MnPrairie Finance meeting, a MnPrairie Work Session, a Canvassing Board meeting, a MnPrairie Board meeting, a DFO Work Session and a SCHRC meeting. Commissioner Toquam attended a Workforce Development meeting, a SEMMCHRA meeting, a discussion with NextEra & Comm. company, a SCHRC meeting, a Fairview meeting and a county meeting.

Motion No Vote

There were no Other Deferred Business items to discuss.

Motion No Vote

Closed Session

Meeting Closed to the Public

Motion by Toquam seconded by Allen to close the meeting to the public at 6:31 p.m. to discuss collective bargaining.

Motion Adopted [Unanimous]

Meeting Opened to the Public

Motion by Allen seconded by Peterson to open the meeting to the public at 6:40 p.m.

Motion Adopted [Unanimous]

Adjourn

Meeting Adjourned

Motion by Toquam seconded by Peterson to adjourn the meeting at 6:40 p.m.

The next regular meeting of the Dodge County Board of Commissioners will be held on September 13, 2022 at 9:30 a.m.

Motion Adopted [Unanimous]



City Council Report

To: Mayor and Council
From: Shirley Buecksler, City Clerk-Treasurer
Date: October 24, 2022

Septic System Permit Application – 95 Scott Road

BACKGROUND INFORMATION:

The property owner at 95 Scott Road has submitted a permit application to replace the existing tank for their septic system. All requirements have been met for the Dodge County Septic System Permit Application and the last step is Council approval before the property owner submits the application in its entirety to Dodge County for final approval. The Applicant will be here tonight to answer any questions from Council.

Enclosed for Council review:

1. Dodge County Septic System Permit Application
2. Design Summary Page
3. Site Map
4. Compliance Inspection Report Form, Minnesota Pollution Control Agency

Dodge County Environmental Services has reviewed the paperwork to ensure everything has been submitted correctly to the City. According to their office, this situation is a little different than normal. The design paperwork and the site map enclosed are from when the system was installed in 2002 and, along with the notice of non-compliance, indicate that just the tank needs to be replaced. The tank will be located right next to where the existing tank is currently, and the existing tank will be abandoned.

STAFF RECOMMENDATION:

Motion to approve the Dodge County Septic System Permit Application, as presented.

ATTACHMENTS:

1. Dodge County Septic System Permit Application
2. Design Summary Page
3. Site Map
4. Compliance Inspection Report Form, Minnesota Pollution Control Agency

DODGE COUNTY SEPTIC SYSTEM PERMIT APPLICATION

721 Main St N, Dept.123, Mantorville, MN 55955

Phone: 507-635-6272

Email: Elizabeth.Harbaugh@co.dodge.mn.us

PERMIT # _____

Date Rec'd _____

Amt Rec'd _____

OFFICE USE ONLY: ☐ Installer Sheet ☐ Design Sheet ☐ Homeowner Signature ☐ MPCA Design Forms ☐ Applicable Fees ☐ Com/Ind Sheet**CONTACT INFORMATION**

Property Owner: Jon Olson Date: 9/21/22
Site Address: 95 Scott Road, Mantorville Phone: _____
Mailing Address: 95 Scott Rd, Mantorville MN 55955 Parcel ID#: _____
Subdivision: _____ Lot: _____ Block: _____

INSTALLER

Name: Clint Larsen
Address: 823 7th St NE City/State: Byron MN
Email: clint@clintlarsenconstruction.com Phone: 507-273-5288

Septic Type: ☐ New Construction ☒ Replacement ☒ Tank(s) Only ☐ Holding TankStandard System: ☐ Trenches ☐ Bed ☐ At-Grade ☐ Mound ☐ Other; _____Seeding / Sod to be done by: ☐ Homeowner ☐ Installer☐ Yes ☐ No System will be constructed according to the approved septic system design created by a MPCA Certified Designer.

If the property is located within the city of Mantorville; City needs to sign off on permit

City of Mantorville Permit Approval: ☐ Yes ☐ No Signature _____**OWNER PROVIDED INFORMATION**The Building Is: ☐ Proposed ☒ Existing Type(s) of Use: ☒ Residential ☐ Commercial* ☐ Other* _____

*Please include the Commercial/Industrial/Other Establishment Sheet with permit

Residential: Number of Bedrooms 4 Basement Finished ☒ Yes ☐ No☐ Home Extended Business (specify) _____ ☐ Daycare (specify) _____Water Using Devices ☐ Garbage Disposal ☒ Dishwasher ☐ Large Bathtub/Jacuzzi

(check all that apply)

☒ Water Softener ☒ Clothes Washer ☐ Hot Tub ☐ Daycare☐ Sewage Ejector or Grinder PumpProperty Lines: ☐ Determined & Approved by Property Owner ☒ Approximate ☐ Property Lines Surveyed & Staked

(Check all that apply)

Property Owner Signature

I hereby certify that I have read this application and verify that all information is true and correct.

Jon Olson

Property Owners Printed Name:

Jon Olson

Property Owners Signature:

9/21/22

Date:

Installer Signature

I hereby certify with my signature as the installer, that the materials; including sand, rock, and soil, design of equipment, construction and workmanship will meet state and county code requirements to the best of my knowledge. I agree to indemnify and save Dodge County harmless from all losses, damages, costs and charges that may be incurred by the County because of my failure to conform to and comply with the provision of the Dodge County Septic and Wastewater Treatment Ordinance.

Signature Clint Larsen Date 09/23/22 License# L3807 Expires 2023Application Approved / / Approval Sent / / Application Denied / /



Design Summary Page

1. PROJECT INFORMATION		v 04.02.2019
Property Owner/Client: JOHN OLSON		Project ID:
Site Address: 95 SCOTT RD, MANTORVILLE, MN. 55955		Date: 09/26/22
Email Address:		Phone:
2. DESIGN FLOW & WASTE STRENGTH <i>Attach data / estimate basis for Other Establishments</i>		
Design Flow: 600	GPD	Anticipated Waste Type: Residential
BOD: 170	mg/L	TSS: 60
		mg/L
Oil & Grease: 25	mg/L	
Treatment Level: C	<i>Select Treatment Level C for residential septic tank effluent</i>	
3. HOLDING TANK SIZING		
Minimum Capacity: Residential = 400 gal/bedroom, Other Establishment = Design Flow x 5.0, Minimum size 1000 gallons		
Code Minimum Holding Tank Capacity:	Gallons	in
		Tanks or Compartments
Recommended Holding Tank Capacity:	Gallons	in
		Tanks or Compartments
Type of High Level Alarm:	(Set @ 75% tank capacity)	
Comments:		
4. SEPTIC TANK SIZING		
A. Residential dwellings:		
Number of Bedrooms (Residential): 4		
Code Minimum Septic Tank Capacity: 1500	Gallons	in 1
		Tanks or Compartments
Recommended Septic Tank Capacity: 2250	Gallons	in 2
		Tanks or Compartments
Effluent Screen & Alarm (Y/N): YES	Model/Type: PL 525	
B. Other Establishments:		
Waste received by:		GPD x
		Days Hyd. Retention Time
Code Minimum Septic Tank Capacity:	Gallons	in
		Tanks or Compartments
Recommended Septic Tank Capacity:	Gallons	in
		Tanks or Compartments
Effluent Screen & Alarm (Y/N):	Model/Type:	
5. PUMP TANK SIZING		
Pump Tank 1 Capacity (Minimum): 500	Gal	Pump Tank 2 Capacity (Minimum):
		Gal
Pump Tank 1 Capacity (Recommended): 0	Gal	Pump Tank 2 Capacity (Recommended):
		Gal
Pump 1 36.0	GPM	Total Head 22.2
		ft
Pump 2	GPM	Total Head
		ft
Supply Pipe Dia. 2.00	in	Dose Vol: 90.0
		gal
Supply Pipe Dia.		Dose Vol:
		Gal



Design Summary Page

6. SYSTEM AND DISTRIBUTION TYPE

Project ID: _____

Soil Treatment Type: _____

Distribution Type: _____

Elevation Benchmark: _____ ft

Benchmark Location: _____

MPCA System Type: _____

Distribution Media: _____

Type III/IV Details: _____

7. SITE EVALUATION SUMMARY:

Describe Limiting Condition: _____

Layers with >35% Rock Fragments? (yes/no) ☐ If yes, describe below: % rock and layer thickness, amount of soil credit and any additional information for addressing the rock fragments in this design.

Note: _____

Limiting Condition: _____ Depth _____ inches _____ Depth _____ ft _____ Elevation _____ ft

Minimum Req'd Separation: _____ inches _____ Depth _____ ft _____ Elevation _____ ft

Critical for system compliance

Code Max System Depth: _____ inches _____ Depth _____ ft _____ Elevation _____ ft

This is the maximum depth to the bottom of the distribution media. Negative Depth (ft) means it must be a mound.

Soil Texture: _____

Soil Hyd. Loading Rate: _____ GPD/ft²

Percolation Rate: _____ MPI

Contour Loading Rate: _____

Note: _____

Measured Land Slope: _____ %

Note: _____

Comments: _____

8. SOIL TREATMENT AREA DESIGN SUMMARY

Trench:

Dispersal Area _____ ft²

Sidewall Depth _____ in

Trench Width _____ ft

Total Lineal Feet _____ ft

No. of Trenches _____

Code Max. Trench Depth _____ in

Contour Loading Rate _____ ft

Min. Length _____ ft

Designed Trench Depth _____ in

Bed:

Dispersal Area _____ ft²

Sidewall Depth _____ in

Maximum Bed Depth _____ in

Bed Width _____ ft

Bed Length _____ ft

Designed Bed Depth _____ in

Mound:

Dispersal Area _____ ft²

Bed Length _____ ft

Bed Width _____ ft

Absorption Width _____ ft

Clean Sand Lift _____ ft

Berm Width (0-1%) _____ ft

Upslope Berm Width _____ ft

Downslope Berm _____ ft

Endslope Berm Width _____ ft

Total System Length _____ ft

System Width _____ ft

Contour Loading Rate _____ gal/ft



Design Summary Page

Project ID: _____

At-Grade:

Bed Width ft Bed Length ft Finished Height ft
 Contour Loading Rate gal/ft Upslope Berm ft Downslope Berm ft
 Endslope Berm ft System Length ft System Width ft

Level & Equal Pressure Distribution

No. of Laterals Perforation Spacing ft Perforation Diameter in
 Lateral Diameter in Min Dose Volume gal Max Dose Volume gal

Non-Level and Unequal Pressure Distribution

	Elevation (ft)	Pipe Size (in)	Pipe Volume (gal/ft)	Pipe Length (ft)	Perf Size (in)	Spacing (ft)	Spacing (in)	
Lateral 1								Minimum Dose Volume gal
Lateral 2								
Lateral 3								
Lateral 4								
Lateral 5								Maximum Dose Volume gal
Lateral 6								

9. Additional Info for At-Risk, HSW or Type IV Design

A. Starting BOD Concentration = Design Flow X Starting BOD (mg/L) X 8.35 ÷ 1,000,000

gpd X mg/L X 8.35 ÷ 1,000,000 = lbs. BOD/day

B. Target BOD Concentration = Design Flow X Target BOD (mg/L) X 8.35 ÷ 1,000,000

gpd X mg/L X 8.35 ÷ 1,000,000 = lbs. BOD/day

Lbs. BOD To Be Removed:

PreTreatment Technology: *Must Meet or Exceed Target

Disinfection Technology: *Required for Levels A & B

C. Organic Loading to Soil Treatment Area:

mg/L X gpd x 8.35 ÷ 1,000,000 ÷ ft² = lbs./day/ft²

10. Comments/Special Design Considerations:

USE WIESER 3000-3C

I hereby certify that I have completed this work in accordance with all applicable ordinances, rules and laws.

PATRICK LOOMIS

(Designer)

(Signature)

866

(License #)

9/26/2022

(Date)

FOR COUNTY USE ONLY

DODGE COUNTY SEPTIC SYSTEM DIVISION
INSPECTION FORM FOR ON-SITE SEPTIC SYSTEM

Date of Inspection: July 24, 02 Time: 9:00 am Weather Conditions: Cloudy 75-80°

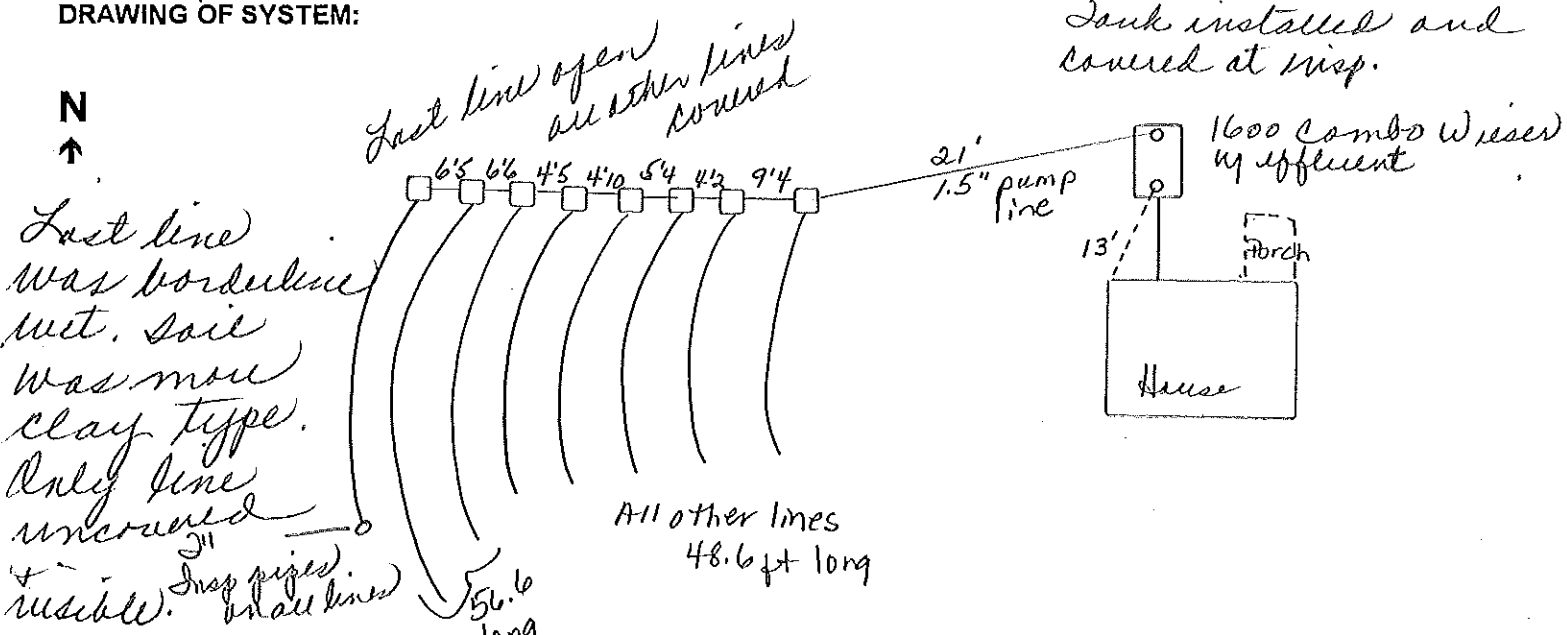
SETBACKS:
Buildings to tank(s)..... 13'
Tank to Drainfield (First drop box)..... 710'
Well(s)..... 750'

SEPTIC/HOLDING TANKS:
Liquid Capacity..... 1600 Combs..... 1000
Number of Tanks..... 1
Inspection pipes / Maintenance hole access..... 1h

DRAINFIELD:
Trench depth..... 12"
Trench length..... 405 ft.
Trench bottom level..... Covered
Type of distribution..... Chamber
Drainfield rock below pipe..... NA
Size of Gravelless pipe..... NA
Drop boxes constructed properly..... ok

PUMP:
Tank capacity..... 600
Pump size..... 411 A..... 410 HP
Size of discharge line..... 1.5"
Type of alarm..... Audible
Maintenance hole access..... ok

DRAWING OF SYSTEM:



STATUS OF SYSTEM:
Based on the inspection conducted above and information provided with the permit application the system status is In Compliance
(Choose: In Compliance OR Failing) therefore, this document is a Certificate of Compliance
(Choose: Certificate of Compliance OR Notice of Noncompliance).

I hereby certify with my signature as a qualified employee that based on the certifications of the site evaluator, designer, and installer that my observations recorded on this form are accurate as of the date at the top of this form for the site stated above. No determination or guarantee of future hydraulic performance is or can be made due to unknown conditions during system construction, future water usage over the life of the system, abuse of the system, and/or inadequate maintenance all of which will adversely affect the life of the system.

Inspector's Signature: Andrea K. Schaefer Date: 7-24-02 License Number: 2318
Owner given system information Yes X No _____

Compliance inspection report form

Existing Subsurface Sewage Treatment System (SSTS)

Doc Type: Compliance and Enforcement

Instructions: Inspection results based on Minnesota Pollution Control Agency (MPCA) requirements and attached supporting documentation – additional local requirements may also apply. Further information can be found here:

<https://www.pca.state.mn.us/sites/default/files/wq-wwists4-31a.pdf>

Inspector must submit completed form to Local Governmental Unit (LGU) and system owner within 15 days of final determination of compliance or noncompliance.

Property information

Local tracking number:

Parcel ID# or Sec/Twp/Range: 25.302.0050

Local regulatory authority: DODGE COUNTY

Property address: 95 SCOTT RD, MANTORVILLE, MN 55955

Owner/representative: JON OLSON

Owner's phone:

Brief system description: KASSON 1600 COMBO TANK TO CHAMBER TRENCHES 4 BEDROOM

System status

System status on date (mm/dd/yyyy): 8/17/2022

☐ Compliant – Certificate of compliance*

(Valid for 3 years from report date unless evidence of an imminent threat to public health or safety requiring removal and abatement under section 145A.04, subdivision 8 is discovered or a shorter time frame exists in Local Ordinance.)

*Note: Compliance indicates conformance with Minn. R. 7080.1500 as of system status date above and does not guarantee future performance.

☒ Noncompliant – Notice of noncompliance

An imminent threat to public health and safety (ITPHS) must be upgraded, replaced, or its use discontinued within ten months of receipt of this notice or within a shorter period if required by local ordinance or under section 145A.04 subdivision 8.

Systems failing to protect ground water must be upgraded, replaced, or use discontinued within the time required by local ordinance.

Reason(s) for noncompliance (check all applicable)

- ☐ Impact on public health (Compliance component #1) – Imminent threat to public health and safety
- ☒ Tank integrity (Compliance component #2) – Failing to protect groundwater
- ☐ Other Compliance Conditions (Compliance component #3) – Imminent threat to public health and safety
- ☐ Other Compliance Conditions (Compliance component #3) – Failing to protect groundwater
- ☐ System not abandoned according to Minn. R. 7080.2500 (Compliance component #3) – Failing to protect groundwater
- ☐ Soil separation (Compliance component #5) – Failing to protect groundwater
- ☐ Operating permit/monitoring plan requirements (Compliance component #4) – Noncompliant - local ordinance applies

Comments or recommendations

NEEDS NEW TANK

Certification

I hereby certify that all the necessary information has been gathered to determine the compliance status of this system. No determination of future system performance has been nor can be made due to unknown conditions during system construction, possible abuse of the system, inadequate maintenance, or future water usage.

By typing my name below, I certify the above statements to be true and correct, to the best of my knowledge, and that this information can be used for the purpose of processing this form.

Business name: GOPHER SEPTIC SERVICE INC

Certification number: 4448

Inspector signature: 

License number: 866

Phone: 507-282-2243

(This document has been electronically signed)

Necessary or locally required supporting documentation (must be attached)

- ☐ Soil observation logs
- ☐ Locally required forms
- ☐ Tank Integrity Assessment
- ☐ Operating Permit
- ☐ Other information (list):

1. Impact on public health – Compliance component #1 of 5

Compliance criteria:

System discharges sewage to the ground surface

☐ Yes* ☒ No

System discharges sewage to drain tile or surface waters.

☐ Yes* ☒ No

System causes sewage backup into dwelling or establishment.

☐ Yes* ☒ No

Any "yes" answer above indicates the system is an imminent threat to public health and safety.

Describe verification methods and results:

Attached supporting documentation:

☐ Other: _____

☐ Not applicable

2. Tank integrity – Compliance component #2 of 5

Compliance criteria:

System consists of a seepage pit, cesspool, drywell, leaching pit, or other pit?

☐ Yes* ☒ No

Sewage tank(s) leak below their designed operating depth?

☐ Yes* ☒ No

If yes, which sewage tank(s) leaks:

Any "yes" answer above indicates the system is failing to protect groundwater.

Describe verification methods and results:

KASSON TANK WALL GOING BAD NEEDS REPLACEMENT

Attached supporting documentation:

☐ Pumped at time of inspection

Name of maintenance business: _____

License number of maintenance business: _____

Date of maintenance: _____

☐ Existing tank integrity assessment (Attach)

Date of maintenance
(mm/dd/yyyy): _____

(must be within three years)

(See form instructions to ensure assessment complies with Minn. R. 7082.0700 subp. 4 B (1))

☒ Tank is Noncompliant (pumping not necessary – explain below)

☐ Other: _____

3. Other compliance conditions – Compliance component #3 of 5

3a. Maintenance hole covers appear to be structurally unsound (damaged, cracked, etc.), or unsecured?

☐ Yes* ☒ No ☐ Unknown

3b. Other issues (*electrical hazards, etc.*) to immediately and adversely impact public health or safety? ☐ Yes* ☒ No ☐ Unknown

**Yes to 3a or 3b - System is an imminent threat to public health and safety.*

3c. System is non-protective of ground water for other conditions as determined by inspector?

☐ Yes* ☒ No

3d. System not abandoned in accordance with Minn. R. 7080.2500?

☐ Yes* ☒ No

**Yes to 3c or 3d - System is failing to protect groundwater.*

Describe verification methods and results:

Attached supporting documentation: ☐ Not applicable ☐ _____

4. Operating permit and nitrogen BMP* – Compliance component #4 of 5 ☐ Not applicable

Is the system operated under an Operating Permit?

☐ Yes ☐ No If "yes", A below is required

Is the system required to employ a Nitrogen BMP specified in the system design? ☐ Yes ☐ No If "yes", B below is required

BMP = Best Management Practice(s) specified in the system design

If the answer to both questions is "no", this section does not need to be completed.

Compliance criteria:

a. Have the operating permit requirements been met?

☐ Yes ☐ No

b. Is the required nitrogen BMP in place and properly functioning?

☐ Yes ☐ No

Any "no" answer indicates noncompliance.

Describe verification methods and results:

Attached supporting documentation: ☐ Operating permit (Attach) ☐ _____

5. Soil separation – Compliance component #5 of 5

Date of installation 7/24/2002 ☐ Unknown
(mm/dd/yyyy)

Shoreland/Wellhead protection/Food
beverage lodging? ☐ Yes ☒ No

Compliance criteria (select one):

5a. For systems built prior to April 1, 1996,
and not located in Shoreland or Wellhead
Protection Area or not serving a food,
beverage or lodging establishment: ☐ Yes ☐ No*

Drainfield has at least a two-foot vertical
separation distance from periodically
saturated soil or bedrock.

5b. Non-performance systems built April 1,
1996, or later or for non-performance
systems located in Shoreland or Wellhead
Protection Areas or serving a food,
beverage, or lodging establishment: ☒ Yes ☐ No*

Drainfield has a three-foot vertical
separation distance from periodically
saturated soil or bedrock.*

5c. "Experimental", "Other", or "Performance"
systems built under pre-2008 Rules;
Type IV or V systems built under 2008
Rules 7080.2350 or 7080.2400
(Advanced Inspector License required) ☐ Yes ☐ No*

Drainfield meets the designed vertical
separation distance from periodically
saturated soil or bedrock.

*Any "no" answer above indicates the system is
failing to protect groundwater.

Describe verification methods and results:

Attached supporting documentation:

☒ Soil observation logs completed for the report (Attach)

☐ Two previous verifications of required vertical
separation (Attach)

☐ Not applicable (No soil treatment area)

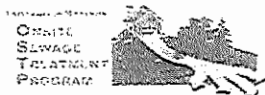
☐ _____

Indicate depths or elevations

A. Bottom of distribution media	18"
B. Periodically saturated soil/bedrock	+56"
C. System separation	38"
D. Required compliance separation*	31"

*May be reduced up to 15 percent if allowed by Local
Ordinance.

Upgrade requirements: (Minn. Stat. § 115.55) An imminent threat to public health and safety (ITPHS) must be upgraded, replaced, or its use discontinued within ten months of receipt of this notice or within a shorter period if required by local ordinance. If the system is failing to protect ground water, the system must be upgraded, replaced, or its use discontinued within the time required by local ordinance. If an existing system is not failing as defined in law, and has at least two feet of design soil separation, then the system need not be upgraded, repaired, replaced, or its use discontinued, notwithstanding any local ordinance that is more strict. This provision does not apply to systems in shoreland areas, Wellhead Protection Areas, or those used in connection with food, beverage, and lodging establishments as defined in law.



Soil Observation Log

Project ID:

v 04.01.2019

Client: JON OLSON				Location / Address: 95 SCOTT RD, MANTORVILLE, MN. 55955					
Soil parent material(s): (Check all that apply)				☐ Outwash ☐ Lacustrine ☒ Loess ☒ Till ☐ Alluvium ☐ Bedrock ☐ Organic Matter					
Landscape Position: (check one)				☐ Summit ☒ Shoulder ☐ Back/Side Slope ☐ Foot Slope ☐ Toe Slope		Slope shape: Convex, Linear			
Vegetation: Lawn		Soil survey map units: M509C2/M522D		Slope %: 4.0		Elevation:			
Weather Conditions/Time of Day: SUNNY 13:00				Date: 08/17/22					
Observation #/Location: OFF SOUTH END OF BED				Observation Type: Auger					
Depth (in)	Texture	Rock Frag. %	Matrix Color(s)	Mottle Color(s)	Redox Kind(s)	Indicator(s)	I----- Structure-----I		
							Shape	Grade	Consistence
0-16	Silt Loam		10YR 3/2				Blocky	Moderate	Friable
16-33	Silt Loam		10YR 3/4				Blocky	Moderate	Friable
33-48	Silt Loam		10YR 4/4				Blocky	Moderate	Friable
48-53	Silt Loam		10YR 5/4				Blocky	Moderate	Friable
53-56	Coarse Sand		10YR 4/4				Single grain	Structureless	Loose
Comments:									
I hereby certify that I have completed this work in accordance with all applicable ordinances, rules and laws.									
PATRICK LOOMIS						866		8/17/2022	
(Designer/Inspector)			(Signature)			(License #)		(Date)	

FOR COUNTY USE ONLY

DODGE COUNTY SEPTIC SYSTEM DIVISION
 INSPECTION FORM FOR ON-SITE SEPTIC SYSTEM

Date of Inspection: July 24, 02 Time: 9:00 am Weather Conditions: Cloudy 75-80°

SETBACKS:

Buildings to tank(s) 13'

Tank to Drainfield (First drop box) 710'

Well(s) 750'

SEPTIC/HOLDING TANKS:

Liquid Capacity 1600 Combs 1000

Number of Tanks 1

Inspection pipes / Maintenance hole access 1H

DRAINFIELD: effluent filter on outlet of septic tank

Trench depth 12"

Trench length 40.5 ft

Trench bottom level Covered

Type of distribution Chamber

Drainfield rock below pipe NA

Size of Gravelless pipe NA

Drop boxes constructed properly ok

PUMP:

Tank capacity 600

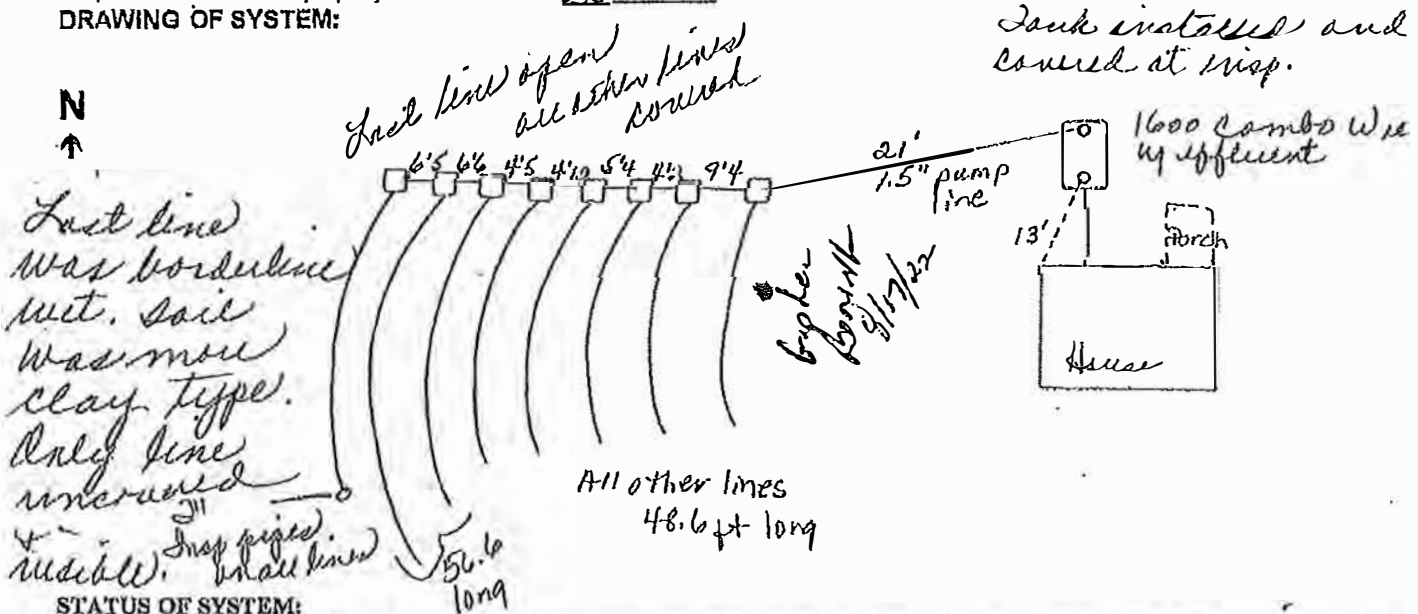
Pump size 411A 410 HP

Size of discharge line 1.5"

Type of alarm audible

Maintenance hole access ok

DRAWING OF SYSTEM:



STATUS OF SYSTEM:

Based on the inspection conducted above and information provided with the permit application the system status is In Compliance, therefore, this document is a Certificate of Compliance

(Choose: In Compliance OR Failing) (Choose: Certificate of Compliance OR Notice of Noncompliance)

I hereby certify, with my signature as a qualified employee that based on the certifications of the site evaluator, designer, and installer that my observations recorded on this form are accurate as of the date at the top of this form for the site stated above. No determination or guarantee of future hydraulic performance is or can be made due to unknown conditions during system construction, future water usage over the life of the system, abuse of the system, and/or inadequate maintenance all of which will adversely affect the life of the system.

Inspector's Signature: Andrea K. Schaefer Date: 7-24-02 License Number: 2328

Owner given system information Yes X No _____

SEPTIC EVALUATION SERVICES, INC.

Project Number: 1023
Land Owners: Benson / Kracht
Lot 1&2, Block 2, Hillside Estates Sub.

BORING: B-1 Date: 06/13/01

Depth Inches	USDA/MN Texture	Soil Color		Description of Properties grain size and structure
		Matrix	Mottling	
0 24	Sandy Loam	10YR 3/2		blocky
24 66	Loamy Sand	10YR 4/4		fine to coarse grained, granular

end of boring

BORING: B-2 Date: 06/13/01

Depth Inches	USDA/MN Texture	Soil Color		Description of Properties grain size and structure
		Matrix	Mottling	
0 6	Silt Loam	10YR 3/2		blocky
6 24	Silt Loam	10YR 4/4		blocky
24 60	Gravelly Sand	10YR 5/4		fine to coarse grained, granular
60 66	Gravelly Sand	10YR 5/6		fine to coarse grained, granular

end of boring

BORING: B-3 Date: 06/13/01

Depth Inches	USDA/MN Texture	Soil Color		Description of Properties grain size and structure
		Matrix	Mottling	
0 6	Silt Loam	10YR 3/2		blocky
6 30	Silt Loam	10YR 4/4		blocky
30 48	Silt Loam	10YR 5/4		fine to coarse grained, granular
48 60	Sandy Loam	10YR 5/6		fine to coarse grained, granular w/ gravel

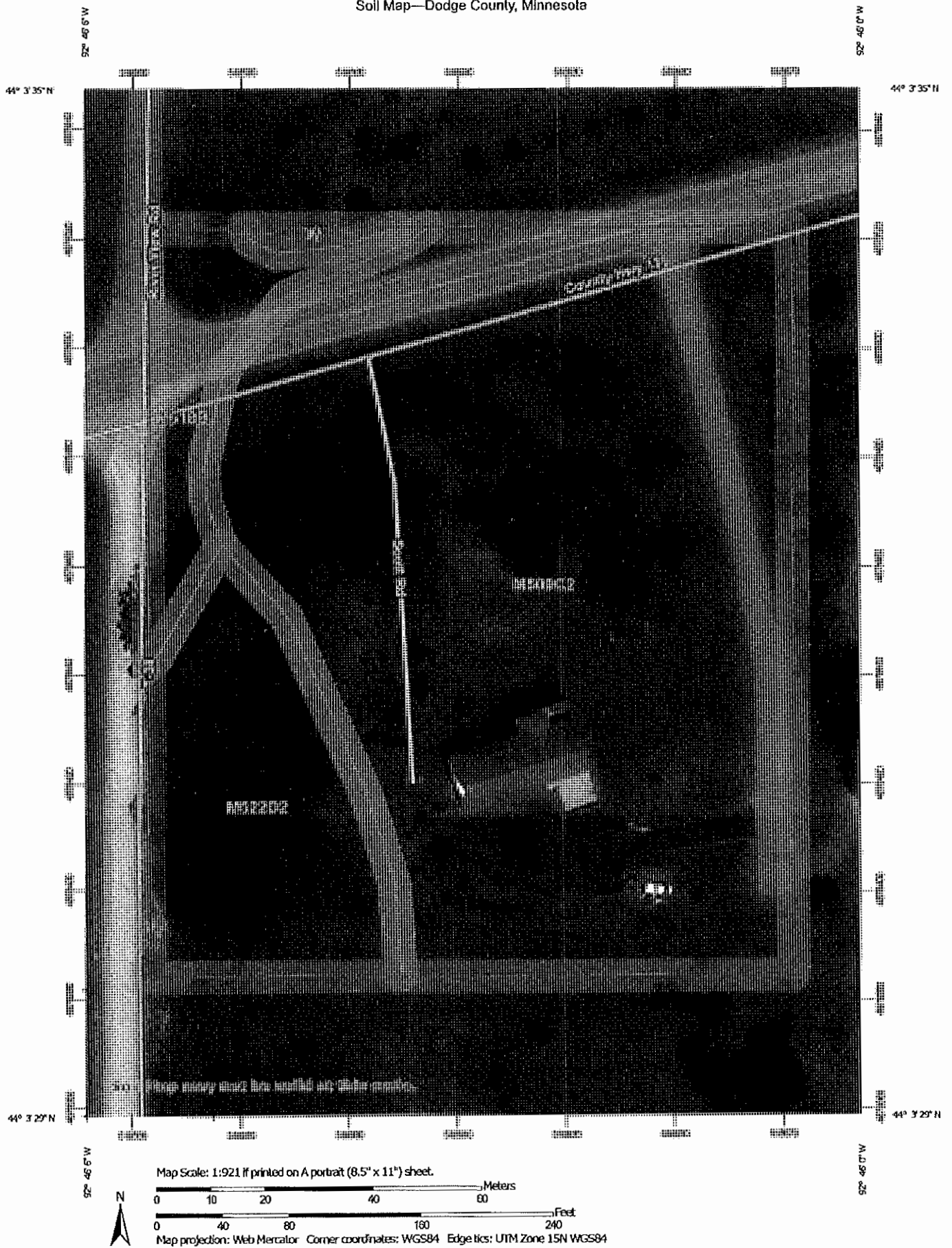
end of boring

BORING: B-4 Date: 06/13/01

Depth Inches	USDA/MN Texture	Soil Color		Description of Properties grain size and structure
		Matrix	Mottling	
0 6	Sandy Loam	10YR 3/2		fine to medium grained, blocky
6 18	Loamy Sand	10YR 4/3		fine to coarse grained, granular
18 48	Gravelly Sand	10YR 5/4		fine to coarse grained, granular
48 54	Loamy Sand	10YR 5/4	7.5YR 5/6 2.5Y 6/2	fine grained, granular

end of boring

Soil Map—Dodge County, Minnesota



Natural Resources
Conservation Service

Web Soil Survey
National Cooperative Soil Survey

8/17/2022
Page 1 of 3

MAP LEGEND

Area of Interest (AOI)

 Area of Interest (AOI)

Soils

 Soil Map Unit Polygons

 Soil Map Unit Lines

 Soil Map Unit Points

Special Point Features

-  Blowout
-  Borrow Pit
-  Clay Spot
-  Closed Depression
-  Gravel Pit
-  Gravelly Spot
-  Landfill
-  Lava Flow
-  Marsh or swamp
-  Mine or Quarry
-  Miscellaneous Water
-  Perennial Water
-  Rock Outcrop
-  Saline Spot
-  Sandy Spot
-  Severely Eroded Spot
-  Sinkhole
-  Slide or Slip
-  Sodic Spot

 Spoil Area

 Stony Spot

 Very Stony Spot

 Wet Spot

 Other

 Special Line Features

Water Features

 Streams and Canals

Transportation

-  Rails
-  Interstate Highways
-  US Routes
-  Major Roads
-  Local Roads

Background

 Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:12,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
Web Soil Survey URL:
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Dodge County, Minnesota
Survey Area Data: Version 18, Sep 10, 2021

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Oct 4, 2010—Nov 20, 2016

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
M509C2	Mantorville loam, 6 to 12 percent slopes, moderately eroded	3.1	75.9%
M518B	Clyde-Floyd complex, 1 to 4 percent slopes	0.3	7.3%
M522D2	Bassett-Racine complex, 12 to 18 percent slopes, moderately eroded	0.7	16.3%
W	Water	0.0	0.5%
Totals for Area of Interest		4.1	100.0%

Dodge County, Minnesota

M509C2—Mantorville loam, 6 to 12 percent slopes, moderately eroded

Map Unit Setting

National map unit symbol: 1hh63

Elevation: 980 to 1,310 feet

Mean annual precipitation: 28 to 33 inches

Mean annual air temperature: 43 to 48 degrees F

Frost-free period: 140 to 160 days

Farmland classification: Farmland of statewide importance

Map Unit Composition

Mantorville, moderately eroded, and similar soils: 80 percent

Minor components: 20 percent

Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Mantorville, Moderately Eroded

Setting

Landform: Till plains

Landform position (two-dimensional): Shoulder, backslope

Down-slope shape: Convex

Across-slope shape: Linear

Parent material: Loamy sediments over sandy and gravelly outwash

Typical profile

A,AB - 0 to 15 inches: loam

Bt - 15 to 26 inches: loam

2Bt - 26 to 30 inches: sandy loam

2Bw - 30 to 48 inches: sand

2E&Bt - 48 to 80 inches: stratified sand to loamy sand

Properties and qualities

Slope: 6 to 12 percent

Depth to restrictive feature: More than 80 inches

Drainage class: Well drained

Runoff class: Medium

Capacity of the most limiting layer to transmit water

(Ksat): Moderately high to high (0.60 to 2.00 in/hr)

Depth to water table: More than 80 inches

Frequency of flooding: None

Frequency of ponding: None

Available water supply, 0 to 60 inches: Moderate (about 7.5 inches)

Interpretive groups

Land capability classification (irrigated): None specified

Land capability classification (nonirrigated): 3e

Hydrologic Soil Group: B
Ecological site: R104XY007IA - Loamy Upland Savanna
Forage suitability group: Sloping Upland, Acid (G104XS006MN)
Other vegetative classification: Sloping Upland, Acid
(G104XS006MN)
Hydric soil rating: No

Minor Components

Mantorville, till substratum, moderately eroded

Percent of map unit: 10 percent
Landform: Till plains
Landform position (two-dimensional): Shoulder, backslope
Down-slope shape: Convex
Across-slope shape: Linear
Ecological site: R104XY007IA - Loamy Upland Savanna
Other vegetative classification: Sloping Upland, Acid
(G104XS006MN)
Hydric soil rating: No

Kenyon, moderately eroded

Percent of map unit: 5 percent
Landform: Till plains
Landform position (two-dimensional): Backslope
Down-slope shape: Convex
Across-slope shape: Linear
Ecological site: R104XY005IA - Loamy Upland Prairie
Other vegetative classification: Sloping Upland, Neutral
(G104XS002MN)
Hydric soil rating: No

Burkhardt, moderately eroded

Percent of map unit: 5 percent
Landform: Till plains
Landform position (two-dimensional): Shoulder, backslope
Down-slope shape: Convex
Across-slope shape: Linear
Ecological site: R104XY010IA - Sandy Upland Prairie
Other vegetative classification: Sandy (G104XS022MN)
Hydric soil rating: No

Data Source Information

Soil Survey Area: Dodge County, Minnesota
Survey Area Data: Version 18, Sep 10, 2021



CITY OF MANTORVILLE BID FOR SNOW REMOVAL
SERVICES
ACCUMULATING, LOADING AND HAULING

Date 10/14/22

Company/Owner DeCook Drainage

Address 821 Country Club Rd SE Byron MN 55920

Contact Name/Number Kyle Dessner (507-251-5461)

Description of Equipment to be used Payloader, backhoe, Skid loader, Dump truck

Hourly Rate per piece of equipment Payloader - \$150⁰⁰ backhoe - \$130⁰⁰

Skid loader - \$130⁰⁰ Dump truck - \$105

Authorized Signature [Signature] Title 10/14/22

City Office Use Only

Snow Removal Bid Year _____

Bid (ACCEPTED) (DENIED) Reason: _____

Resolution # Approving Bid _____

Council Meeting Date for Approval _____

Certificate of Insurance with City named as Additional (YES) (NO)

Workers Compensation Insurance (YES) (NO)

Signature Public Works: _____ Date: _____

Signature City Clerk: _____ Date: _____