

City of Mantorville
Regular City Council Minutes
February 27, 2023



1. **Call to Order**

Mayor Bradford called the meeting to order at 6:30 p.m.

Present: Mayor Chuck Bradford

Councilmembers:

Jessica Bradford
Lyle Hoaglund
Jeffrey Ingalls
Greg Rud

Absent: None

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

2. **Pledge of Allegiance**

Everyone stood and recited the Pledge of Allegiance.

3. **Changes to the Agenda**

Council approved the agenda, as presented.

4. **Consent Agenda**

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

- A. Regular City Council Meeting Minutes of February 13, 2023
- B. Accounts Payable Claims List
- C. Dodge County Board of Commissioners Meeting Minutes
- D. Economic Development Authority Meeting Minutes of June-December 2022
- E. Economic Development Authority Meeting Minutes of January 2023

Motion carried: 5 ayes / 0 nays

5. **Proclamations, Presentations and Recognitions – No Items**

6. Public Concerns

Bill Reding asked Council if there is detail included on invoices from WHKS. Council directed Staff to contact City Engineer Hruska for detail and clarification on this invoice and all future invoices. Council also asked for work product, drawings, and information on where we are with the Highway 57 project.

7. Public Safety Update – No Items

8. Public Hearings – No Items

9. Old Business/New Business

A. New Business

1) Acceptance of Staff Resignation

Motion was made by Councilmember Ingalls and seconded by Councilmember Hoaglund to accept the resignation submitted by Shirley Buecksler, City Clerk-Treasurer, effective March 30, 2023.

Motion carried: 5 ayes / 0 nays.

2) Review of Job Description, Pay Scale, Approval to Post

Mayor Bradford said the Personnel Committee is recommending a promotion for Gretchen Lohrbach from Deputy City Clerk to City Clerk-Treasurer, effective March 31, 2023. Training is already taking place. The Personnel Committee will discuss wages for Gretchen Lohrbach and bring back to Council for approval.

Motion was made by Councilmember Ingalls and seconded by Councilmember Hoaglund to approve Gretchen Lohrbach as City Clerk-Treasurer, contingent upon approval of wages at the next regular City Council meeting.

Motion carried: 5 ayes / 0 nays.

Motion was made by Councilmember Ingalls and seconded by Councilmember Hoaglund to approve the job description for Deputy City Clerk as presented and approve posting and advertising of the position at \$18.00/hour.

Motion carried: 5 ayes / 0 nays.

B. Old Business – No Items

10. Tabled Items

A. Designation of City Consultants for 2023 – tabled for future discussion

1) City Designations for Consultants for 2023; Resolution No. 2023-11

A question was raised as to why the City Engineer is listed on the resolution. From previous discussion, it was thought that a draft RFP would also be brought forward for engineering services.

Motion was made by Councilmember Ingalls to pull this item from the table. Motion failed for lack of a second. This item remains on the table. No discussion.

2) Draft Request for Proposals (RFP) for City Attorney

This item remained on the table. No discussion.

B. Motorized Golf Carts, All-Terrain Vehicles, and Utility Task Vehicles; Ordinance No. 2023-05 and Resolution No. 2023-10 – tabled for continued discussion

Motion was made by Councilmember Ingalls to pull this item from the table. Motion failed for lack of a second. This item remains on the table. No discussion.

C. Intersection Control at 4th Street and Clay Street – tabled for continued discussion

Motion was made by Councilmember Ingalls and seconded by Councilmember Bradford to pull this item from the table.

Motion carried: 4 ayes / 1 nay – Councilmember Hoaglund voted against.

This item is now on the table and open for discussion.

Discussion included:

Councilmember Ingalls said most of our feedback has been positive. He asked how we could put signage on the yield sign to let passersby know that the City is considering adding stop signs to this intersection.

Councilmember Hoaglund said he doesn't think we should add temporary signage. We haven't had any negative comments, we should be able to make a decision on it as a Council.

Councilmember Rud agreed, that we were put on this board to make decisions, not go out for every little thing. If we do that, we're not going to move forward.

Councilmember Ingalls said we promised the residents that we would hold this discussion at three meetings and communicate better, that's why I'm proposing something simple. Going forward, we need to think about how we can better communicate changes because people aren't always looking at Facebook or reading the back of their water bill. We could also put the mock-up drawing on the bulletin board outside.

Councilmember Bradford said she thinks the issue comes into play on the bigger projects, not something so small. We've talked to the neighbors that will be directly impacted and posted it on Facebook.

Mayor Bradford said we will have it on one more meeting and asked if Council is in agreement of temporary signage until we make a decision? Councilmember Hoaglund said he doesn't like the idea of temporary signs.

Virgil Andrist said if you put in two stop signs, there would be no trouble at this intersection. He suggested putting them the other direction, on Clay Street.

Councilmember Ingalls said communication is key. We have three different opinions in this room but 500 people travel this intersection that have not commented on it.

Councilmember Bradford said two people live directly at this intersection and want two stop signs on 4th Street.

Councilmember Hoaglund said stop signs make sense because the street narrows. Cars clip the edge of the neighboring property. It's also a truck route but the truckers aren't using that street. I haven't heard anything negative on this; everyone I've talked to thinks it's a wonderful idea.

Councilmember Bradford said even people who don't live in Mantorville think it's a great idea for the park.

Motion was made by Councilmember Hoaglund to place stop signs on 4th Street facing east and on 4th Street facing west.

The City Clerk reminded Council that you promised the public one more meeting.

Mayor Bradford said we have one more meeting on this item and ruled the motion out of order for this meeting. We can continue the discussion tonight, put it back on the table, and make a decision and motion next time.

Councilmember Rud said some of that traffic may divert to 5th Street.

Motion was made by Councilmember Ingalls and seconded by Councilmember Bradford to table this item.

Motion carried: 4 ayes / 1 nay – Councilmember Hoaglund voted against. This item is back on the table.

11. Reports

A. Public Works Report

- 1) Staff is currently burning brush.

- 2) Joe Adams asked for confirmation on whether or not temporary signage should be put up at 4th Street and Clay Street. Mayor Bradford said there wasn't a consensus on that. Councilmember Bradford agreed that there shouldn't be temporary signage.
 - 3) Plowing is going well.
 - 4) Public Works is good on supplies, sand and salt, but we're burning into the budget with plowing and sand because of all the snow we've had.
- B. City Clerk Report
- 1) Update on Water Usage at 505 Walnut Street

City Clerk Buecksler said the owner was surprised by the last meeting. She wasn't looking for help paying her bill. Councilmember Bradford had talked with her and may be able to provide some more information.

Councilmember Bradford said she brought up concerns at the last meeting that what was discussed was not told to the homeowner, so she listened to the audio recording from the meeting. It was recommended that the homeowner have a plumber look at things but the Council's discussion was that the City would give her an average of two months, hold the difference, and if it doesn't happen again, it's a fluke and she wouldn't owe it. But if it does happen again, she would be responsible for the charges. Listening to the audio confirmed that the homeowner was not told she needed to get an estimate from a plumber. As a City Council, we can't be going back on our word.

Councilmember Rud agreed and said we need to go by what the tape says. We need to watch what we say to our constituents.

Deputy Clerk Lohrbach said she checked the account today and there were no spikes in usage.

Councilmember Ingalls said the reason he wanted to have her get it checked by a plumber is because I'm he is concerned it's the opposite problem. The research he has done shows if a meter fails, the spinner will keep going, and it will show less usage. Joe Adams said the meters we have are a different type of meter and are top of the line.

Mayor Bradford said the point is not whether it malfunctioned or whether or not the owner used the water. The message was based on Councilmember Bradford going back and listening to the tape and the property owner's understanding. We could at least look at any miscommunication and say that we need to own that and be clearer in our communication going forward.

Councilmember Ingalls said he can understand the miscommunication but doesn't think it was an excessive amount of water. It's less than one fixture running, about 2.8 gallons per minute, less than a shower or washing machine. I wasn't in favor of reimbursing it because I think we are setting ourselves up for every time there's

an anomaly, someone is going to bring it to the Council and say there's a problem. I wanted to see her fixtures checked by a professional plumber, which is what I said at the meeting. I'll go back and listen because I'm sure I said that. One of those valves in her house is bad. Meters fail and show less usage, not more.

Councilmember Bradford said it's not what was conveyed to her or said. I understood it and bothered by it that I listened to the recording. That's why I took notes. It was going to be revisited in two months but, if nothing happened, it was going to be considered a fluke. If something happened, then she would be responsible for it. That's what the recording said. My understanding was that she was going to pay \$107 or an average of two months' bills. I called her to see what she understood from the meeting. She told me the exact same thing I heard and brought up last week. The mention of a payment plan wasn't even discussed with her at that meeting. My concern is if we tell somebody something, we need to stick to it and not make changes in the next meeting.

Councilmember Rud said we probably should have looked at usage for two months and then invited her back for more discussion.

Councilmember Ingalls said if there was no motion at the first meeting, there was no promise. It was a discussion, maybe that's what we talked about and perhaps directed. But it's not that we can't do something about it.

Councilmember Bradford said there is a difference from recommending she have a plumber look at versus requiring it. This is about Council doing what's right. As a City Council, we need to take responsibility for what she was told and not go back on our word.

Councilmember Hoaglund said that's the motion he made but it failed.

Motion was made by Councilmember Bradford and seconded by Councilmember Rud to keep the bill at the two month average and waive the difference.

Mayor Bradford said his feeling on this is that, as a City, we could have done better at communicating our thoughts. I will take your word for it, as you went back and listened to the recording that it was unclear. If there is no clarity, it needs to fall on the City, not the land owner. Councilmember Ingalls agreed and said that's fair.

Motion passed: 5 ayes / 0 nays.

Mayor Bradford thanked Councilmember Bradford for going back and listening to the recording. This is what I want to see out of individual Councilmembers. You felt there was something not right and brought it to our attention. Thank you.

C. Consultant Report – *No report*

D. Committee Reports

- 1) Chamber
- 2) Economic Development Authority
- 3) Finance/Budget
- 4) Fire Department
- 5) Infrastructure
- 6) Kasson Mantorville Joint Powers – discussed the hockey rink and the basketball court. No updates since last time.
- 7) Mantorville Restoration Association – Mulligan Stew is scheduled for March 16th at the Hubbell House.
- 8) Park Board – meetings begin in March.
- 9) Personnel
- 10) Fire Relief
- 11) Township – meeting next week.

E. Councilmember Reports

Councilmember Bradford said she had a phone call regarding the race track. The land owner is looking at silencers for their mufflers. They are more than willing to work with the community and are willing to give out their phone number if anyone is disturbed.

Councilmember Hoaglund questioned a letter that was sent from the City to a property owner about feeding feral cats. City Clerk Buecksler said the City received a complaint about this person feeding both feral cats and deer. There is currently a ban from the Minnesota Department of Natural Resources (DNR) on feeding deer. The property owner may continue feeding the cats, as long as the feeder is high enough that deer cannot reach. The City Clerk brought up the DNR's website on the monitor for everyone to see which counties are currently under this ban. Along with the letter from the City, information from the DNR was sent to the property owner that included the following articles:

“Deer Feeding and Attractant Bans”

<https://www.dnr.state.mn.us/cwd/feedban.html> and

“Don't Feed Deer”

<https://www.dnr.state.mn.us/wildlife/research/health/feeding/deer.html>

Virgil Andrist commented and said there should be an ordinance on cats.

Councilmember Rud said he will not be available for the March 13th meeting.

Councilmember Bradford said she won't be available for the April 10th meeting.

F. Mayor's Report

Mayor Bradford said Council had a training session from the City Attorney that was beneficial. He recommended that new Councilmembers attend the League of Minnesota Cities conference for Newly Elected Officials.

12. Adjourn

Motion was made by Councilmember Ingalls and seconded by Councilmember Rud to adjourn the meeting at 7:26 p.m.

Motion carried: 5 ayes / 0 nays. Meeting adjourned.

Approved: March 13, 2023.



Shirley R. Buecksler
City Clerk-Treasurer