

City of Mantorville
Regular City Council Minutes
March 13, 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

Absent: Greg Rud

Others Present: City Clerk-Treasurer Shirley Buecksler
Deputy City Clerk Gretchen Lohrbach
Public Works Lead Joe Adams
Public Works Wade Schroeder
City Engineer Tim Hruska
Fire Chief Duke Harbaugh

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 Mayor Bradford and seconded by Councilmember Ingalls to approve the Consent Agenda, as presented:

- A. Special City Council Meeting Minutes of February 27, 2023
- B. Regular City Council Meeting Minutes of February 27, 2023
- C. Accounts Payable Claims List
- D. Dodge County Board of Commissioners Meeting Minutes of February 14, 2023
- E. Chamber of Commerce Meeting Minutes of February 1, 2023
- F. Chamber of Commerce Annual Meeting Minutes of February 1, 2023

Motion carried: 5 ayes / 0 nays

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

6. Public Concerns

Bill Reding asked when his drain at 220 6th St. W. would be addressed. Joe Adams said that they will get in there in the spring.

7. Public Safety Update

A. Update from Fire Chief Harbaugh

- 1) Mantorville Fire Department General Meeting Minutes of March 1, 2023

Fire Chief Harbaugh stated that their next General Meeting will be the Wednesday April 3, 2023 because of Byron and Kasson's Annual Social. Also, the Fire Department is looking into whether or not 4-way flashers should be used when driving to fire calls. They will review the Standard Operating Procedures at their next meeting

B. Update from Sheriff's Office

- 1) Dodge County Sheriff's Office Report for February 2023

8. Public Hearings – No Items

9. Old Business/New 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

Mayor Bradford asked for motions to pull this item from the table. None made. This item remains on the table. No discussion.

B. Request for Proposals – tabled for future discussion

- 1) Draft RFP for City Attorney
- 2) Draft RFP for City Engineer

Councilmember Ingalls motioned to pull both items from table. Councilmember Bradford seconded.

Motion carried. 5 ayes / 0 nays. These items are now off the table and open for discussion.

City Clerk-Treasurer Buecksler commented that she leaned on the City Attorney and City Engineer when she first began her position with the City of Mantorville. Now that Gretchen Lohrbach is beginning as City Clerk-Treasurer, it may not be a good time to go ahead with these.

Councilmember Ingalls motioned to table these items again. Councilmember Hoaglund seconded.

Motion carried. 5 ayes / 0 nays. These items are back on the table.

C. 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. Councilmember Bradford seconded.

Motion carried. 5 ayes / 0 nays. This item is off the table and open for discussion.

City Clerk-Treasurer Buecksler told Council they had previously discussed changing this to golf carts only. Councilmember Ingalls felt changing it to only golf carts would be best. Councilmember Bradford said that it seems silly to have a city permit if already licensed.

Mayor Bradford asked for public comment.

Bill Reding asked how many years the permit would be good for. The permit will be annual per recommendation of Sheriff Rose.

Motion was made by Councilmember Ingalls to table this item while it is being changed to only golf carts. Councilmember Bradford seconded. Motion carried. This item is back on the table.

D. 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. 5 ayes / 0 nays. This item is now off the table and open for discussion.

Tim Hruska said the traffic flow at this intersection is low and there is minimal potential conflict so it does not meet the criteria for stop signs, it would be a judgement call.

Councilmember Bradford has heard positive feedback from citizens and on Facebook for putting the stop signs up on 4th Street.

Mayor Bradford opened it up for public comment. He said we had different scenarios from the meeting before, a 4-way stop, 2 yields 2 stop signs, put the stop signs on 4th or on Clay Street.

Virgil Andrist felt the stop signs should be on Clay Street because there is a slope downwards on 4th Street which can make it hard to stop.

Bill Reding said it may need to become a 4-way stop eventually with the HWY 57 project happening.

Councilmember Bradford said it was the stop signs on 4th Street that had the positive feedback on Facebook.

Councilmember Ingalls said we should put in the stop signs on 4th Street as proposed.

Motion was made by Councilmember Hoaglund and seconded by Councilmember Bradford.

Motion carried. 5 ayes / 0 nays.

11. Reports

A. Public Works Report

Councilmember Hoaglund asked Joe if he has a plan for seal coating and crack filling for the spring. Joe Adams said the HWY 57 project is holding decisions back about which roads to fix or just patch so nothing will be done this spring.

B. City Clerk Report

- 1) We currently have 8 applicants for the Deputy City Clerk position.
- 2) The auditors will be here at the end of the month, 28th – 30th.
- 3) We were asked to donate a T-Shirt or sweatshirt for the MRA's Mulligan Stew at The Hubbell House on March 16th. Mayor Bradford said we can donate both.

C. Consultant Report

City Engineer Tim Hruska from WHKS was present to update the Council on the HWY 57 project.

Councilmember Bradford said that someone had asked about itemizing the bill from WHKS. Tim said that they will start to break down their invoices.

Tim said the last couple of months they have been involved in the utility coordination with Xcel Energy on the HWY 57 project. The overhead transmission needs to be moved and they are looking at switching to the alley on the east side on HWY 57. Brandyn Chezick has been meeting with individual property owners on the project easements. They are also working on ADA compliance and environmental compliance. There will be another public presentation in the summer with the final plans and construction impacts. Tim also mentioned that they are working on the staging of how to go through the intersection of 4th Street and HWY 57 because there is water, storm sewer, and sanitary sewer in the area. They are trying to see if they can do ½ and ½, but it may have to be closed for a short time to the south. They also need to make sure the Fire Department can get around the intersection.

Councilmember Bradford asked if the MNDOT specs and designs can be changed if something comes up at the public presentation with MNDOT. Tim answered that slight

modifications could be made, but larger things can't. MNDOT did get public approval early on in the project.

Mayor Bradford asked if they are thinking of staying arial or going subterranean with the power. Tim said there are space constraints and it is more expensive to go underground. Councilmember Hoaglund said this can be potentially 10x more expensive to go underground. Tim said they can have this discussion with Xcel the next time they meet with them.

Councilmember Ingalls asked if there's anything the public should be informed of. Tim said they will be narrowing the roadway and there will be bump-outs at the intersection. They are also working with the DOT to make sure that big trucks can make it through the intersection.

Bill Reding asked if there will still be parking on the sides of the street when the road is narrowed. Tim said there would still be parking.

Councilmember Ingalls asked if there would be lighting to signal pedestrians. Tim said that they don't now, but it would be an easy add.

Councilmember Bradford brought up the issue of kids trying to cross from Casey's to the Park. Tim said they had looked at putting one in on the other side of the bridge where the trail is, but they have not discussed one by Casey's. They will be adding a sidewalk from the bridge to 4th Street.

Virgil Andrist asked about how they were going to do ½ and then the next ½. Tim said they are trying to figure it out because the roadway itself is not a problem, the tough part is the sewer that runs through it 10 feet deep.

Bill Reding asked about possibly cutting though Casey's parking lot. Tim said this hasn't been discussed with them.

Virgil Andrist suggested building up the southwest side of 4th Street as a possibility. Tim said they are looking at these options but the park is a Section 4F historic property and the State would need to be involved. MNDOT already had to touch the park to build the bridge, so it is possible they would let us.

Councilmember Bradford asked if there would be crosswalks going in by The Hubbell House or by The Chocolate Shoppe. Tim said there are bump-outs going in which should make it a safer intersection.

Councilmember Hoaglund asked if the community would have any input with the choice of streetlights. Tim said they received public input at the earlier meetings and they decided on Xcel's standard decorative pole. They will be Acorn style LED lights and will be owned by Xcel.

Jim Potter asked if we would be allowed to have Christmas lights. Tim said they will have to work out these details.

Councilmember Hoaglund asked if we will meet again with the HWY 57 committee and Tim said that they would before the public presentation.

D. Committee Reports

- 1) Chamber – Dodge County Expo is Saturday March 25th and Mantorville will have three booths there: Chamber of Commerce, Mantorville Restoration association, and the Theatre Company.
- 2) Economic Development Authority
- 3) Finance/Budget
- 4) Fire Department
- 5) Infrastructure
- 6) Kasson Mantorville Joint Powers
- 7) Mantorville Restoration Association – Mulligan Stew is scheduled for March 16th at the Hubbell House.
- 8) Park Board – first meeting is Tuesday March 28th at 6:30pm.
- 9) Personnel
- 10) Fire Relief
- 11) Township

E. Councilmember Reports

Councilmember Hoagland is excited about the new lights and wondered if they were still going to begin in 2024. Tim said yes.

Councilmember Ingalls asked about potholes and Joe said the State will patch the ones by Casey's.

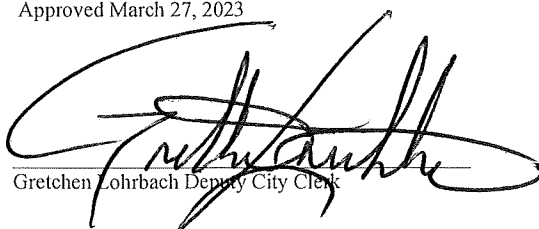
Councilmember Hoaglund suggested no longer attending the Milton Township and Wasioja Township board meetings. He said they would attend every Mantorville Township meeting and he and Councilmember Bradford would switch off. Mayor Bradford said this sounds good.

12. Adjourn

Motion was made by Councilmember Ingalls and seconded by Councilmember Bradford to adjourn the meeting at 7:25 p.m.

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

Approved March 27, 2023



Gretchen Lohrbach Deputy City Clerk