



*Trail to the Past. Road to the Future.*

## CITY COUNCIL REGULAR MEETING MINUTES

MANTORVILLE CITY COUNCIL CHAMBERS  
21 5<sup>TH</sup> STREET E, MANTORVILLE, MN 55955  
MONDAY, May 8, 2023  
6:30 PM

**1. Call to Order** – Mayor Bradford called the meeting to order at 6:30pm

Present: Mayor Chuck Bradford

Councilmembers:

Jessica Bradford

Lyle Hoaglund

Jeff Ingalls

Greg Rud

Absent: None

Others Present: Public Works Lead Joe Adams

Public Works – Wade Schroeder

Deputy City Clerk Stephanie Arnold

Fire Chief Duke Harbaugh

**2. Pledge of Allegiance**

**3. Adopt the Agenda** – Agenda approved, as presented

**4. Consent Agenda**

Motion was made by Mayor Bradford and seconded by Councilmember Bradford to approve the consent agenda as presented:

- A. LBAE & Regular City Council Minutes of April 24, 2023
- B. Accounts Payable Claims List
- C. Dodge County Commissioners Meeting Minutes of April 11, 2023
- D. Chamber of Commerce Meeting Minutes of April 5, 2023
- E. Economic Development Authority Meeting Minutes of April 4, 2023
- F. Mantorville Fire Department's April 2023 General Members Meeting Minutes

Motion Carried: 5 ayes / 0 nays

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

**6. Public Concerns**

Bill Reding would like the WHKS engineering invoice to be more itemized so that the public can see what it's for. Joe Adams said this particular invoice was for the HWY 57 project.

## **7. Public Safety Update**

### **A. Update from Fire Chief Harbaugh**

1. Would like Council to approve the deletion of 4 way flasher use in their Standard Operating Guidelines.

Motion was made by Councilmember Bradford and seconded by Councilmember Rud to approve the Standard Operating Guidelines.

Motion Carried: 5 ayes / 0 nays

2. Haven't done any grass burns this year because of the Red Flag Warnings.
3. Working with the Training Officer Don on getting reimbursement for training through the Minnesota Board of Firefighter Training and Education (MBFTE). Approximately \$500 per member is reimbursable.
4. Dave Worstman, who is now an Insurance Services Office Inspector, will sit down with Chief Harbaugh and go over the Mantorville Fire Department's score and what can be done to improve it. Higher scores help with rates on their insurance. They will be evaluated again in the next 3-5 years.
5. For this month's training they did bumper and hydrant hose training.
6. Member staffing is currently 27 out of a possible 30. Chief Harbaugh says they are doing fine and doesn't see a need to be at 30.
7. The tanker is back from painting and should be ready mid-summer.

## **8. Public Hearing – *No Items***

## **9. Old Business/New Business**

1. Mantorville Fire Department Relief has submitted an application for a Temporary Gambling Permit for their annual Marigold Days raffle.

Councilman Bradford moved and Councilmember Rud seconded to approve the Mantorville Fire Department Relief's Temporary Gambling Permit.

Motion Carried: 5 ayes / 0 nays

## **10. Tabled Items – *No Items***

## **11. Reports**

### **A. Public Works Report**

1. The corner of the street on well house #2 blew out and is unable to be patched. It's currently a very dangerous corner. Public Works Lead Adams met with Tim Hrushka – WHKS about widening Blanch Street. Widening 120 feet of it at 16 feet wide would be \$31,900.00. Councilmember Ingalls asked if there should be something in place to protect the well house at that corner, but Adams said the sidewalk is pretty wide there so it should be alright. Joe will look into getting some bids for the project.



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2. Sand bunker up at the shop cracked apart and needs to be replaced. They have been picking chunks out of the sand so it doesn't hurt the trucks. The estimate he received from S.L. Contracting was \$9,000.00.
3. Bill Reding would like a trough in his driveway instead of a gutter. Adams said the price for 60 feet would be \$2,700.00. Adams also got some quotes from S.L. Contracting - \$2,475.00 and Durst - \$1,200.00-\$1,500.00 for digging it in. Total cost would come to around \$4,300.00. Mayor Bradford asked how much work we've done on this project already. Adams said they did replace the curb; they cut it down and put in a lower one.

Councilmember Rud motioned and Councilmember Bradford seconded to approve the plan for Bill Reding's driveway.

Councilmember Rud would also like Reding to sign off that the project is done and is now his responsibility when the City is finished.

Motion carried: 5 ayes / 0 nays

Adams said he will get the parts ordered tomorrow.

4. Adams reached out to WHKS to see where Snow Contracting is on getting the ditches finished up so that we can get the project paid off and done. Councilmember Bradford also wants to be sure there are no other issues before they sign off on it.

#### **B. City Clerk Report**

1. Stephanie Arnold is our new Deputy City Clerk, Welcome!
2. Meeting with Auditors from Smith Schaefer & Associates went well. Their final report will be brought to Council on June 12, 2023.
3. One resident was in and purchased a Golf Cart Permit. We gave him a paper card and said we would call when the stickers were in. These need to be ordered soon. Samples of possible stickers were in the packet. Council would like to see stickers a smaller size. Should also ask Sheriff Rose what type of sticker he'd like to see. Councilmember Hoaglund also thought changing colors from year to year could be a good idea.

#### **C. Consultant Report – No Items**

#### **D. Committee Reports**

1. Chamber – Councilmember Hoaglund said the Chamber discussed the trolley to town and that there is an outstanding bill of \$4,100.00 and were wondering how it is to be paid, if it would be shared with the Hubbell House or not. Councilmember Ingalls believed that we pay the first year and then subsequent years would be shared. Councilmember Hoaglund also said Spring Fling is all ready to go.
2. EDA – Mayor Bradford said that the EDA received a \$5,000.00 grant from SEMAC for Art In The Park. Councilmember Hoaglund said that he would like the EDA's CEDA person to speak at the next Welcome Center Meeting about possible grants to keep the Welcome Center open. He said it takes about \$3,000.00 per year to run it.
3. Finance/Budget
4. Fire Department

5. Infrastructure
6. KM Joint Powers – Currently have about a \$39,000.00 cash balance. They are looking into getting grants for batting cages, scoreboards, and the ice rink project.
7. MRA – Councilmember Hoaglund said they meet tomorrow night. They approved two \$500 scholarships for K-M.
8. Park Board – Adams said they did a park walk through. The trees at Riverside Park aren't responding to the Emerald Ash Borer treatments and are all infected. It costs around \$2,300-\$3,000 annually to treat them. Adams will get some quotes on the removal of the Ash Trees. Community Education will be doing yoga at Riverside Park on Tuesdays.
9. Personnel
10. Fire Relief
11. Township – Councilmember Hoaglund said they are going to overlay 248<sup>th</sup> Street this summer. They didn't come to a conclusion on whether this will be assessed to property owners or paid for by Township. The overlay will be on a cul-de-sac so the only ones really benefiting are the property owners there. Mayor Bradford asked if a roundabout on HWY 57 for 2027 had been mentioned. He'd like to see MNDOT, the County, Mantorville, and Mantorville Township to get together and talk about this.

**E. Councilmember Reports**

Adams said the streets should be hydroseeded again this week. Pick up for branches is the week after Mother's Day.

Councilmember Hoaglund said that the company installing a large amount of windmills in Dodge County reached out to Chamber and said they want to be involved in the community. They are willing to fund Old Fashioned Christmas.

**F. Mayor's Report**

**12. Executive Session – No Items**

- 13. Adjourn** – Motion was made by Councilmember Ingalls and seconded by Mayor Bradford to adjourn the meeting at 7:26pm.

A handwritten signature in blue ink, appearing to read "Gretchen Ingalls", is written over the text of item 13. The signature is fluid and cursive, with a large initial "G" and a long horizontal stroke.