



Trail to the Past. Road to the Future.

REGULAR CITY COUNCIL MEETING

MANTORVILLE CITY COUNCIL CHAMBERS

21 5TH STREET E, MANTORVILLE, MN 55955

Monday, July 22, 2024

6:30 PM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Adopt the Agenda**
4. **Consent Agenda ***
 - A. Accounts Payable - Warrant List 7.22.24
 - B. County Commissioners Regular Meeting Minutes 6.25.24
 - C. Mantorville City Council Meeting Minutes 6.24.24
 - D. Mantorville City Council Meeting Minutes 7.8.24
 - E. Mantorville Fire Department Meeting Minutes for July
 - F. Resolution 2024-16 Approving Additional Election Judges for the State Primary and the General Election
5. **Proclamations, Presentations and Recognitions – No Items**
6. **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 audio and written record. Each individual has 5 minutes.** 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.*
7. **Public Safety Update**
8. **Public Hearings – No Items**
9. **New Business/Old Business**
 - A. Koreen Seim permission request for the Mantorville Saloon
 - B. National Night Out Plans
 - C. Decorations Committee for Mantorville Discussion
 - D. Citizen Complaint
10. **Tabled Items**
 - A. Air Conditioner and Furnace Quotes
11. **Reports**
 - A. Public Works Report
 - B. City Clerk Report

- C. Consultant Report
- D. Committee Reports
Chamber, EDA, Finance/Budget, Fire Department, Infrastructure, KM Joint Powers, MRA, Park Board, Personnel, Township
- E. Councilmember Reports
- F. Mayor's Report

12. Executive Session – No Items

13. Adjourn *

<i>Upcoming Meetings and Events in Mantorville:</i>		
Wednesdays at 2:00pm – Weekly HWY 57 Community Q&A at County Seat Coffeehouse		
<i>July 1-Sept 1, 2024</i>	<i>Ongoing</i>	<i>Larger Than Life Art Exhibit in Riverside Park</i>
<i>July 22, 2024</i>	<i>6:30pm</i>	<i>Mantorville City Council Regular Meeting</i>
<i>July 30, 2024</i>	<i>6:30pm</i>	<i>Parks and Recreation Regular Meeting</i>
<i>July 30 – August 13</i>	<i>Ongoing</i>	<i>Candidate Submission Filing Dates for November Election</i>
<i>August 6, 2024</i>	<i>6:15pm</i>	<i>Mantorville EDA Meeting</i>
<i>August 12, 2024</i>	<i>6:30pm</i>	<i>Mantorville City Council Regular Meeting</i>
<i>August 13, 2024</i>	<i>7:00am – 8:00pm</i>	<i>State Primary Election</i>
<i>August 21, 2024</i>	<i>7:30pm</i>	<i>Fire Department General Meeting</i>
<i>Notice of Possible Quorum - Members of the City Council and other Boards may be in attendance at all meetings and community events in Mantorville</i>		

* Indicates Council Action Items

MANTORVILLE, MN

07/19/24 12:42 PM

Page 1

Payments

Current Period: July 2024

Payments Batch 071824PAY		\$111,010.12	
Refer	0 SOUTHEAST SERVICE COOPERAT	Ck# 006226	7/22/2024
Cash Payment	G 101-21706 Hospitalization/Medical Ins	Health Insurance for July 2024	\$1,727.52
Invoice	7.1.24	7/22/2024	
Transaction Date	7/18/2024	MBT Bank Checking 10100	Total \$1,727.52
Refer	0 US POSTAL SERVICE	Ck# 006225	7/22/2024
Cash Payment	E 101-41500-322 Postage	Stamps	\$56.75
Invoice	o2181422728	7/22/2024	
Transaction Date	7/18/2024	MBT Bank Checking 10100	Total \$56.75
Refer	0 MINNESOTA REVENUE	Ck# 006224	7/22/2024
Cash Payment	E 101-45200-210 Tax and Licensing	Sales and Use Tax Qtr 2, 2024	\$6.58
Invoice	7.8.24	7/22/2024	
Cash Payment	E 603-45183-210 Tax and Licensing	Sales and Use Tax Qtr 2, 2024	\$839.46
Invoice	7.8.24	7/22/2024	
Cash Payment	E 601-49400-210 Tax and Licensing	Sales and Use Tax Qtr 2, 2024	\$799.96
Invoice	7.8.24	7/22/2024	
Transaction Date	7/18/2024	MBT Bank Checking 10100	Total \$1,646.00
Refer	0 WEX HEALTH, INC.	Ck# 006223	7/22/2024
Cash Payment	E 101-41500-300 Professional Srvs (GEN	July Service Fee	\$8.25
Invoice	0001984057-IN	7/22/2024	
Transaction Date	7/18/2024	MBT Bank Checking 10100	Total \$8.25
Refer	0 INTERNAL REVENUE SERVICE	Ck# 006222	7/22/2024
Cash Payment	G 101-21703 FICA Tax Withholding	PR 14 2024	\$1,123.76
Invoice	7.9.24	7/22/2024	
Cash Payment	G 101-21709 Medicare	PR 14 2024	\$262.82
Invoice	7.9.24	7/22/2024	
Cash Payment	G 101-21701 Federal Withholding	PR 14 2024	\$911.30
Invoice	7.9.24	7/22/2024	
Transaction Date	7/18/2024	MBT Bank Checking 10100	Total \$2,297.88
Refer	0 MINNESOTA REVENUE	Ck# 006221	7/22/2024
Cash Payment	G 101-21702 State Withholding	PR 14 2024	\$441.41
Invoice	7.9.24	7/22/2024	
Transaction Date	7/18/2024	MBT Bank Checking 10100	Total \$441.41
Refer	0 MN PERA	Ck# 006220	7/22/2024
Cash Payment	G 101-21704 PERA	PR 14 2024	\$1,353.01
Invoice	7.10.24	7/22/2024	
Transaction Date	7/18/2024	MBT Bank Checking 10100	Total \$1,353.01
Refer	0 MN PUBLIC FACILITIES AUTHORITY		
Cash Payment	E 602-49450-611 Bond Interest	CW 01 FY11 Bond Interest	\$875.95
Invoice	7.12.24	7/22/2024	
Cash Payment	E 602-49450-605 Clean Water SRF Bond	CW 01 FY11 Bond Principal	\$13,000.00
Invoice	7.12.24	7/22/2024	
Cash Payment	E 602-49450-608 PFA CWRF Bond	CW 02 FY18 Bond Principal	\$23,000.00
Invoice	7.12.24	7/22/2024	
Cash Payment	E 602-49450-611 Bond Interest	CW 02 FY18 Bond Interest	\$1,740.00
Invoice	7.12.24	7/22/2024	

MANTORVILLE, MN

07/19/24 12:42 PM

Page 2

Payments

Current Period: July 2024

Transaction Date	7/18/2024	MBT Bank Checking	10100	Total	\$38,615.95
Refer	0 <u>FIRST INDEPENDENT BANK</u>	-			
Cash Payment	E 313-47000-611 Bond Interest	Bond 2022A Interest Payment			\$6,405.00
Invoice due Aug 1	7/22/2024				
Transaction Date	7/18/2024	MBT Bank Checking	10100	Total	\$6,405.00
Refer	0 <u>WHKS & COMPANY</u>	-			
Cash Payment	E 313-47000-303 Engineering Fees	2022 Street Improvements			\$668.61
Invoice 51601	7/22/2024				
Transaction Date	7/18/2024	MBT Bank Checking	10100	Total	\$668.61
Refer	0 <u>NCPERS GROUP LIFE INS.</u>	-			
Cash Payment	G 101-21711 Life Insurance Payable	August Life Insurance			\$16.00
Invoice 608900082024	7/22/2024				
Transaction Date	7/18/2024	MBT Bank Checking	10100	Total	\$16.00
Refer	0 <u>CMS - CONSTRUCTION MGMT. SE</u>	-			
Cash Payment	E 101-42400-300 Professional Srvs (GEN	Fees for June 2024			\$416.07
Invoice 817-244590-6	7/22/2024				
Transaction Date	7/18/2024	MBT Bank Checking	10100	Total	\$416.07
Refer	0 <u>DODGE COUNTY</u>	-			
Cash Payment	E 101-41550-310 Other Professional Servi	Pictometry for 2024			\$370.00
Invoice 2024Mantorville	7/22/2024				
Transaction Date	7/18/2024	MBT Bank Checking	10100	Total	\$370.00
Refer	0 <u>DODGE COUNTY INDEPENDENT</u>	-			
Cash Payment	E 101-41110-352 Publishing	2023 Financial Report from Audit			\$202.50
Invoice 17953	7/22/2024				
Transaction Date	7/18/2024	MBT Bank Checking	10100	Total	\$202.50
Refer	0 <u>KENNEDY & GRAVEN, CHARTERE</u>	-			
Cash Payment	E 101-41600-304 Legal Fees	Legal Fees for June			\$942.20
Invoice 182415	7/22/2024				
Transaction Date	7/18/2024	MBT Bank Checking	10100	Total	\$942.20
Refer	0 <u>ONSITE COMPANIES</u>	-			
Cash Payment	E 101-45200-410 Rentals	Denneson			\$127.00
Invoice 0001742249	7/22/2024				
Cash Payment	E 603-45183-410 Rentals	RV Park			\$84.84
Invoice 00001742250	7/22/2024				
Cash Payment	E 101-45200-410 Rentals	Mantor Field			\$79.00
Invoice 0001742251	7/22/2024				
Transaction Date	7/18/2024	MBT Bank Checking	10100	Total	\$290.84
Refer	0 <u>LEAGUE OF MN CITIES INS TRUST</u>	-			
Cash Payment	E 101-41940-362 Property Ins	City Property Insurance 2024			\$26,573.00
Invoice 7.15.24	7/22/2024				
Transaction Date	7/18/2024	MBT Bank Checking	10100	Total	\$26,573.00
Refer	0 <u>LOHRBACH, GRETCHEN</u>	-			
Cash Payment	E 101-42200-321 Communications Phone/	Reimbursement Phone Payment			\$54.66
Invoice 9967417590	7/22/2024				
Transaction Date	7/18/2024	MBT Bank Checking	10100	Total	\$54.66

MANTORVILLE, MN

07/19/24 12:42 PM

Page 3

Payments

Current Period: July 2024

Refer	0	BLUE CROSS BLUE SHIELD OF MI	-			
Cash Payment	G 101-21714	Health Savings Account	August Vision			\$20.64
Invoice	240702111633	7/22/2024				
Transaction Date	7/18/2024		MBT Bank Checking	10100	Total	\$20.64
Refer	0	WASTE MANAGEMENT	-			
Cash Payment	E 101-41940-384	Refuse/Garbage Dispos	July Garbage Removal			\$158.81
Invoice	0116100-2808-3	7/22/2024				
Cash Payment	E 101-42200-384	Refuse/Garbage Dispos	July Garbage Removal			\$58.82
Invoice	0116100-2808-3	7/22/2024				
Transaction Date	7/18/2024		MBT Bank Checking	10100	Total	\$217.63
Refer	0	ON-SITE COMPUTERS, INC	-			
Cash Payment	E 601-49400-300	Professional Srvs (GEN	Service for July			\$12.00
Invoice	CW94129	7/22/2024				
Cash Payment	E 101-41500-300	Professional Srvs (GEN	Service for July			\$433.02
Invoice	CW94129	7/22/2024				
Transaction Date	7/18/2024		MBT Bank Checking	10100	Total	\$445.02
Refer	0	MENARDS - NORTH ROCHESTER	-			
Cash Payment	E 601-49400-220	Bldg.Repair and Mainten	Batteries, Paint, watering Bag, Vest			\$167.70
Invoice	47751	7/22/2024				
Transaction Date	7/18/2024		MBT Bank Checking	10100	Total	\$167.70
Refer	0	JACOBSEN LAW FIRM, P.A.	-			
Cash Payment	E 101-41600-304	Legal Fees	Service For June			\$416.00
Invoice	4305	7/22/2024				
Transaction Date	7/18/2024		MBT Bank Checking	10100	Total	\$416.00
Refer	0	CITY OF MANTORVILLE-PETTY CA	-			
Cash Payment	E 602-49450-220	Bldg.Repair and Mainten	Reimburse cash used for oil			\$38.97
Invoice	7.11.24	7/22/2024				
Transaction Date	7/18/2024		MBT Bank Checking	10100	Total	\$38.97
Refer	0	MINNESOTA POLLUTION CONTRO	-			
Cash Payment	E 602-49450-208	Training, Mileage	Wastewater Conference Attendance for Joe Adams			\$585.00
Invoice	October Class	7/22/2024				
Transaction Date	7/18/2024		MBT Bank Checking	10100	Total	\$585.00
Refer	0	LRS OF MINNESOTA, LLC	-			
Cash Payment	E 603-45183-384	Refuse/Garbage Dispos	July Service			\$91.57
Invoice	UB445403	7/22/2024				
Cash Payment	E 101-42200-384	Refuse/Garbage Dispos	July Service			\$45.79
Invoice	UB445403	7/22/2024				
Cash Payment	E 101-41940-384	Refuse/Garbage Dispos	July Service			\$160.74
Invoice	UB445403	7/22/2024				
Transaction Date	7/18/2024		MBT Bank Checking	10100	Total	\$298.10
Refer	0	SL CONTRACTING, INC	-			
Cash Payment	E 101-43100-224	Street Maint Materials	Clay Street Work Repair due to flooding			\$9,495.00
Invoice	14674	7/22/2024				
Cash Payment	E 101-43100-224	Street Maint Materials	Clay Street Work Repair due to flooding			\$10,000.00
Invoice	14674	7/22/2024				

MANTORVILLE, MN

07/19/24 12:42 PM

Page 4

Payments

Current Period: July 2024

Transaction Date	7/18/2024	MBT Bank Checking	10100	Total	\$19,495.00
Refer	0 <u>STUSSY CONSTRUCTION INC</u>	-			
Cash Payment	E 101-43100-228 Equip. Repair and Maint	Rock for Flood Repair June			\$468.14
Invoice	48503	7/22/2024			
Transaction Date	7/18/2024	MBT Bank Checking	10100	Total	\$468.14
Refer	0 <u>STEVENS SUPPLY COMPANY</u>	-			
Cash Payment	E 601-49400-220 Bldg.Repair and Mainten	Pump for June Flood			\$823.47
Invoice	15339	7/22/2024			
Transaction Date	7/18/2024	MBT Bank Checking	10100	Total	\$823.47
Refer	0 <u>PREFERRED HEATING & COOLING</u>	-			
Cash Payment	E 101-41940-220 Bldg.Repair and Mainten	Air Conditioner repair			\$551.25
Invoice	I-15669-1	7/22/2024			
Transaction Date	7/18/2024	MBT Bank Checking	10100	Total	\$551.25
Refer	0 <u>ROTO ROOTER</u>	-			
Cash Payment	E 602-49450-570 Capital Outlay	Televising			\$1,783.80
Invoice	148665	7/22/2024			
Transaction Date	7/18/2024	MBT Bank Checking	10100	Total	\$1,783.80
Refer	0 <u>LUSHINSKY, PAUL</u>	-			
Cash Payment	E 101-42200-311 First Responder Train/E	Binder Lift			\$724.79
Invoice	7.17.24	7/22/2024			
Transaction Date	7/19/2024	MBT Bank Checking	10100	Total	\$724.79
Refer	0 <u>NOLTE, ROGER</u>	-			
Cash Payment	E 101-42200-321 Communications Phone/	Text messaging			\$100.00
Invoice	4125206229	7/22/2024			
Cash Payment	E 101-42200-228 Equip. Repair and Maint	Backup Camera for P2			\$165.00
Invoice	6.19.24	7/22/2024			
Transaction Date	7/19/2024	MBT Bank Checking	10100	Total	\$265.00
Refer	0 <u>STAFFORD, TROY</u>	-			
Cash Payment	E 101-42200-208 Training, Mileage	Training			\$237.01
Invoice	2591964	7/22/2024			
Transaction Date	7/19/2024	MBT Bank Checking	10100	Total	\$237.01
Refer	0 <u>CITY OF DODGE CENTER</u>	-			
Cash Payment	E 101-42200-311 First Responder Train/E	Ambulance Training Class			\$575.00
Invoice	334	7/22/2024			
Transaction Date	7/19/2024	MBT Bank Checking	10100	Total	\$575.00
Refer	0 <u>ALLSTATE PETERBILT GROUP</u>	-			
Cash Payment	E 101-42200-228 Equip. Repair and Maint	Brake Repair International 4300			\$1,438.76
Invoice	5003129112	7/22/2024			
Transaction Date	7/19/2024	MBT Bank Checking	10100	Total	\$1,438.76
Refer	0 <u>FIRE SAFETY USA, INC</u>	-			
Cash Payment	E 101-42200-311 First Responder Train/E	CO Meter			\$149.95
Invoice	188986	7/22/2024			
Transaction Date	7/19/2024	MBT Bank Checking	10100	Total	\$149.95
Refer	0 <u>MUNICIPAL EMERGENCY SERVIC</u>	-			

Payments

Current Period: July 2024

Cash Payment	E 101-42200-437 Other Miscellaneous	Uniforms			\$168.40
Invoice	IN2077840	7/22/2024			
Transaction Date	7/19/2024	MBT Bank Checking	10100	Total	\$168.40
Refer	0 BOUND TREE MEDICAL, LLC	-			
Cash Payment	E 101-42200-311 First Responder Train/E	Bandages & Sterile Injection			\$54.84
Invoice	85392971	7/22/2024			
Transaction Date	7/19/2024	MBT Bank Checking	10100	Total	\$54.84

Fund Summary

	10100 MBT Bank Checking	
101 GENERAL FUND		\$60,093.79
313 GO SERIES BOND 2022A		\$7,073.61
601 WATER FUND		\$1,803.13
602 SEWER FUND		\$41,023.72
603 RV PARK		\$1,015.87
		<u>\$111,010.12</u>

Pre-Written Checks	\$7,530.82
Checks to be Generated by the Computer	\$103,479.30
Total	<u>\$111,010.12</u>

**UNAPPROVED MINUTES OF THE
DODGE COUNTY BOARD OF COMMISSIONERS REGULAR MEETING HELD
JUNE 25, 2024**

Chair

Convene County Board Meeting

The Dodge County Commissioners met in regular session June 25, 2024, in the County Board Room at the Dodge County Government Services Building, Mantorville, MN, at 5:00 p.m. Chair John Allen 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	Remote	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

It was noted that Commissioner Tjosaas was participating remotely from Loon's Landing in Talmoon, MN.

Pledge of Allegiance

The pledge of allegiance was recited.

Determine Quorum

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

Also present:

Becky Lubahn Deputy Clerk
Paul Kiltinen County Attorney

Establish Agenda

Agenda Approved as Amended

The Board was informed that Emergency Management Director Matt Maas has requested that a Local Declaration of a State of Emergency resolution request be added to the agenda as item 2.0

Motion by Kenworthy seconded by Peterson to approve and adopt the agenda as amended to include the addition of a Local Declaration of a State of Emergency resolution as item 2.0.

Motion Adopted [Unanimous]

Consent Agenda

It was noted that changes will be made to pages 3 and 5 as requested by Environmental Services relating to the legal update and CUP #21-05 Hasley (Amend).

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

Motion Adopted [Unanimous]

- 1.1. Committee of the Whole - Committee Meeting - Jun 11, 2024 9:00 AM
- 1.2. Board of Commissioners - Regular Meeting - Jun 11, 2024 9:30 AM

Jeff Espinosa, Operations Captain

Dodge County Local Declaration of a State of Emergency

Mr. Espinosa read the proposed State of Emergency Declaration for Dodge County.

State of Emergency Declaration Resolution

Commissioner Kenworthy offered the following resolution (#2024-24), seconded by Commissioner Peterson:

WHEREAS the County of Dodge, Minnesota has been impacted by a heavy rain and flooding event, this event began June 21st 2024: and

WHEREAS, the severe weather/rain event has impacted the population of Dodge County and its cities; and

WHEREAS, this severe weather/rain event has caused a significant amount of public property damage; and

WHEREAS, the Dodge County Department of Emergency Management requests the Dodge County Board of Commissioners to declare Dodge County in a STATE OF EMERGENCY due to the severe weather/rain event;

NOW, THEREFORE BE IT RESOLVED, that the Dodge County Board Chair declares that a state of emergency exists with Dodge County for conditions resulting from this severe weather event, with all powers and responsibilities attending thereto as provided by Chapter 12, Minnesota Statutes and Dodge County.

Motion Adopted [Unanimous]

Lauren Cornelius, Environmental Services Director

80'x100' Transfer Station Resolution

Ms. Cornelius reported the Dodge County Transfer Station was awarded \$2.1 million for a new Transfer Station Building. However, in order for the money to be released to the County must

provide the State the total cost of the project; design, bid and construction. In addition, if the project cost exceeds the bond amount, a resolution from the County Board must be passed stating that the County will cover all costs of the proposed project that exceed \$2,100,000.

This item was brought before the County Board on December 26, 2023 and approved, however the State has requested that the language in the resolution be amended.

Environmental Services is requesting that resolution #2023-55 be approved as amended.

Motion by Kenworthy seconded by Peterson to amend resolution #2023-55 as follows:

WHEREAS, a bill for an act relating to capital investment was awarded to the Pollution Control Agency for a grant to Dodge County to construct, furnish, and equip a solid waste transfer station building at Dodge County's existing facility in Mantorville Township; and

WHEREAS, the awarded grant amount to Dodge County is \$2,100,000; and

WHEREAS, the Short Elliott Hendrickson Inc. (SEH) professional judgment and experience has provided Dodge County with preliminary plans and cost for the proposed 80'x100' Transfer Station; and

WHEREAS, the opinion of probable cost is \$2,535,816.00.

BE IT RESOLVED, by Dodge County Board of Commissioners, that Dodge County pledges to use general funds made available exclusively for the capital cost of the project and pay any additional amount by which the cost of the project exceeds the estimate from the general funds of Dodge County.

BE IT RESOLVED, Dodge County will implement the project, provide necessary local financing, and accept and exercise the governmental powers necessary to develop and operate the project.

THEREFORE, BE IT RESOLVED; that County of Dodge will cover all costs of the proposed project that exceed \$2,100,000.

BE IT FURTHER RESOLVED, Dodge County Board of Commissioners authorize the Director of Environmental Services to sign the Final General Fund Grant Agreement on behalf of Dodge County.

Resolution Adopted [Unanimous]

Guy Kohlhofer, County Engineer

Set Date for Hearing and Adoption of Five-Year Capital Improvement Plan (CIP) and Bridge Priority List

Mr. Kohlhofer informed the Board that the CIP is a guide for planning the engineering and design of projects over the next five years. Generally, the first year of the plan, as adopted, is set, as it is part of the current budget process. The following four years are more fluid as funding and circumstances change, however, the selected projects generally remain the same.

The Dodge County Highway Department generated a proposed Five-Year Capital Improvement Plan (CIP) following the semi-annual road tour. Many good comments were heard, and suggestions made. The comments were all considered when drafting the current plan for approval.

The County Engineer reported that the County Highway Department also manages the bridges located on county and township roads throughout Dodge County. The Bridge Priority List is a list of bridges currently rated as functionally or structurally deficient. These bridges are therefore eligible for funding through the Town Bridge account and/or State bonding. The list is required by the State in order to prioritize and plan for the county's need for funding. The scheduling is discussed with the townships to plan their need for future funding of their local share.

Mr. Kohlhofer presented for the Board's consideration the proposed 5-Year CIP (2025 dollars deleted for bidding purposes) and Bridge Priority List. The County Engineer asked that the Board look over the proposed CIP and submit comments to the Highway Department prior to the hearing. The County Engineer reported that they will see if suggestions from the County Board can be accommodated financially and schedule wise.

Motion by Toquam seconded by Kenworthy to set the Five-Year Capital Improvement Plan Hearing date for the Tuesday, July 9th County Board meeting at 10:00 a.m. with adoption to follow if there are no major changes.

Motion Adopted [Unanimous]

Partial Revocation and Re-Establishment of C.S.A.H. 5

The County Engineer reported that during the construction of T.H. 14 in 2021, C.S.A.H. 5 was dissected. A section south of T.H. 14 was realigned to connect to an interchange with T.H. 14 and T.H. 56.

Due to the realignment of T.H. 14, C.S.A.H. 5 must be revoked from the junction of 640th Street (Sec 36 T107N R18W) to the junction of C.S.A.H. 34 (old T.H. 14) (Sec 25 T107N R18W) and re-established along the new alignment from 640th Street (Sec 36 T107N R18W) to the new junction of T.H. 14 (Sec 31 T107N R17W).

Pursuant to Minnesota Statute 162.02, Sub. 10, County state-aid highways may be abandoned, changed, or revoked by joint action of the county board and the commissioner. Minnesota Statute 162.02, Sub. 7, allows the county board of any county may establish and locate any county state-aid highway on new location where there is no existing road, or it may establish and locate the highway upon or over any established road or street or a specified portion thereof within its limits.

The Highway Department is recommending that the County Board pass the proposed resolution revoking and re-establishing C.S.A.H. 5.

Commissioner Peterson offered the following resolution (#2024-25), seconded by Commissioner Kenworthy:

WHEREAS, it appears to the County Board of the County of Dodge that the road hereinafter described as C.S.A.H. "5" from C.S.A.H. 34 (old T.H. 14) to 635th Street has been realigned and/or substantially changed in character; and

WHEREAS, the old alignment requires revocation of C.S.A.H status in order to designate the new alignment: and

NOW, THEREFORE BE IT RESOLVED, by the County Board of the County of Dodge that the road referred to as follows:

C.S.A.H. 5 beginning at the junction of 640th Street (Sec 36 T107N R18W) to the junction of C.S.A.H. 34 (old T.H. 14) (Sec 25 T107N R18W) (approximately 1.5 miles)

be, and hereby is, revoked as a County State Aid Highway of said County subject to the approval of the Commissioner of Transportation of the State of Minnesota.

BE IT FURTHER RESOLVED, by the County Board of the County of Dodge that the road referred to as follows:

160th Avenue beginning at the junction of 640th Street (Sec 36 T107N R18W) to the new junction of T.H. 14 (Sec 31 T107N R17W) (approximately 0.9 miles)

be, and hereby is, established as County State Aid Highway 5 of said County subject to the approval of the Commissioner of Transportation of the State of Minnesota. Said revocation and establishment to be in accordance with Minnesota Statute 162.02 subd. 7 and subd. 10.

Resolution Adopted [Unanimous]

Lisa Hager, Employee Relations Director

Fairview Care Center Administrator Search

Ms. Hager reported that included in the Board packet were 5 proposals from Talent Search Agencies. The biggest benefit to using an agency is their access to candidates that are not actively searching for employment. They have databases of qualified candidates, and they reach out and sell the benefits of our facility to these candidates. The Employee Relations Director also included for the Board's review all of the proposals plus a summary of important take-away's from these proposals.

Ms. Hager informed the Board that she does have a favorite. If she were choosing, she would engage Aspen Associates. She felt Mr. Zeleny had done his research before calling her. He

knew Dodge County's surrounding area competitors for employees. Mr. Zeleny has done placement in Minnesota with success and placement in 3.5 weeks. He seemed appropriately confident in his organization's ability to find the county a good candidate. Ms. Hager stated she is certainly open to discussing all the agencies, but she shared this information with the Board so they could scrutinize their proposal to see if they have any concerns.

The Employee Relations Director pointed out they have two fee options to consider with Aspen Associates.

Fee option 1 was listed as follows:

A deposit-based engagement fee of \$2,500 is due upon receipt to initiate each search assignment. Search is conducted on an exclusive contingent placement fee of 20% (twenty percent) of first year's guaranteed compensation. If Firm is unable to present a minimum of two qualified and interested candidates for role, or a list of at least 100 candidates who declined interest in role, engagement fee is refunded in-full to client.

Fee option 2 was listed as follows:

Searches are conducted on an exclusive, 100% contingency-fee basis of 22.5% (twenty-two and % percent) of the candidate's first year guaranteed compensation. Fees are incurred upon offer and acceptance, and payable within 30 (thirty) days from the candidate's start date.

Motion by Peterson seconded by Toquam to approve and authorize Ms. Hager to work with Aspen Associates to find a replacement for the Fairview Care Center Administrator position and to use whichever fee option would work the best for filling the position.

Motion Adopted [Unanimous]

Personnel Agenda Reviewed

Ms. Hager presented the Personnel Agenda for the Board's consideration.

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

A. Attorney

- A.1 Paralegal Criminal and Victim Witness Coordinator - Approved Job Description (5/28/24)
Band and Grade assignment B32 (Tessia Melvin)
Effective Date: 6/25/24

B. Sheriff's Office

- B.1 Joel Waltz - 911 Dispatcher
Step increase from B23 step 2 \$25.72 to B23 step 3 \$26.48.
Effective Date: 6/27/24

C. Environmental Services

- C.1 Samantha Johnson - Environmental Technician
Step increase from B24 step 7 \$25.19 to B24 step 6 \$26.01.
Effective Date: 7/1/24

D. Public Health

D.1 Tania Olson - PHN I
Step increase from C42 step 4 \$39.18 to C42 step 3 \$40.53.
Effective Date: 6/27/24

Motion Adopted [Unanimous]

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	\$ 137,745.01
13	Road and Bridge Fund	\$ 16,016.53
16	Environmental Quality Fund	<u>\$ 4,884.85</u>
	Total	\$ 158,646.39

Motion Adopted [Unanimous]

Paul Kiltinen, County Attorney

Legal Update

Mr. Kiltinen provided the Board with a legal update.

Motion No Vote

Amy Evans, Public Health Director

Intent to Apply for TZD Funding

Ms. Evans reported that Dodge County Public Health is seeking consensus to apply for Towards Zero Death (TZD) funding to support educational initiatives in Dodge County related to traffic safety. Dodge County Public Health has received this funding in the past. However, Minnesota Department of Public Safety (DPS), Office of Traffic Safety, has been facilitating this work in Dodge County and a request has been made to have this work done in the future by a local agency due to staff capacity. Dodge County Public Health is able to take on this work if awarded this funding.

Information regarding the Request for Proposals was listed as follows:

The FFY 2025 TZD Safe Roads RFP is now open. The Minnesota Department of Public Safety (DPS), Office of Traffic Safety (OTS) is seeking proposals from entities who are not individuals or unincorporated organizations to provide local education and outreach on traffic safety through a variety of community programs. The RFP and application process are available

in the eGrants System <<https://app.dps.mn.gov/egrants/Login2.aspx?APPTHEME=MNDPS>>, and applications must be submitted by 3:00 p.m. on Friday, July 19th, 2024.

It was the consensus of the Board that they support the Public Health Director's request to apply for a Towards Zero Death (TZD) funding to support educational initiatives in Dodge County related to traffic safety as requested.

Motion No Vote

Public Health Committee Report - Public Health Director Amy Evans

Ms. Evans presented a summary of the Public Health Committee report and action items.

Public Health Update

The Public Health Director briefly reviewed the following information:

- 1) Cannabis legislation was updated in May. Public Health has received at least one inquiry regarding future ordinance provisions. They are meeting with city officials at the end of June for interest in ordinance development at their level.
- 2) New Assistant Commissioner Myra Kunas visited Dodge County Public Health on 6/17/24. They discussed various items related to infectious diseases, water quality and health equity.
- 3) Working with Environmental Services to develop an operational plan to provide nitrate testing to target population in Dodge County.
- 4) Recently identified a gap in TB testing for new arrivals and individuals residing in Dodge County seeking green card status, which requires a blood draw. Dodge County does not have a provider for this type of test and Olmsted County is refraining from serving Dodge County residents due to supply issues. They are in the process of working with various partners, including the Center Clinic and Mayo Clinic - Kasson, to address ways to support the requirements needed to serve individuals seeking this specific testing requirement.
- 5) Staffing update.

Motion No Vote

Request to Approve Public Health Donations

This is a request to accept baby quilts, booties, hats, and dolls/animals from Dodge Center Dorcas Society, Dodge Center, MN.

Commissioner Kenworthy offered the following resolution (#2024-26), seconded by Commissioner Peterson:

WHEREAS, the Dodge County Public Health Department has received donations from Dodge Center Dorcas Society; and

WHEREAS, the Dodge County Public Health Department wishes to accept this donation and utilize it for the purpose of distributing to WIC clients; and

WHEREAS, pursuant to Minnesota Statute 465.03, the county shall by resolution of the governing body adopted by a two-thirds majority of its members accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor.

NOW THEREFORE BE IT RESOLVED, that the Dodge County Board of Commissioners hereby accepts the following donation to be used for the Public Health Programs:

Dodge Center Dorcas Society, Dodge Center, MN	\$300.00
Crochet baby quilts - 6	\$240.00
Crochet baby booties - 2	\$ 20.00
Crochet hat - 2	\$ 20.00
Crochet toys - 2	\$ 20.00

Resolution Adopted [Unanimous]

Administration Committee Report - Commissioner John Allen

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

Pull-Tabs Gambling Permit(s) Amendment

K-M Snowdrifters is requesting a gambling permit for pull-tabs to be held on July 15- July 16 and July 17 - July 21 during the Dodge County Fair. They also are requesting a permit for September 5 - September 7 during the Big Iron Classic. The pull-tabs will take place at Dodge County Fairgrounds, 62922 State Hwy 57, Kasson, MN 55944.

This item was presented and approved at the June 11th County Board meeting. The State of Minnesota has since contacted the Ms. Marquardt and informed her that they have changed some of the language in the proposed resolution and that the address location listed in the resolution needs to be updated to the new address for the fairgrounds.

It was Ms. Marquardt’s recommendation that the County Board amend resolution #2024-23 to approve the pull-tabs Gambling Permits for K-M Snowdrifters and to authorize the Chair to sign the resolution for the gambling permits.

Motion by Toquam seconded by Peterson to amend resolution #2024-23 as follows:

BE IT RESOLVED that approval for LG230 Application to Conduct Off-Site Gambling has been given to the following:

1. K-M Snowdrifters, Kasson, Minnesota to conduct off-site gambling at Dodge County Fairgrounds, 100 11th St. NE, Mantorville Township, Minnesota for the dates of July 17 - 21 and September 5 - 7, 2024.

Resolution Adopted [Unanimous]

Commissioners provided their agency reports. Commissioner Allen attended a Soil & Water Conservation meeting. Commissioner Kenworthy attended a SECB Steering Committee meeting, a SEEMS meeting, a Dodge & Olmsted Waste Joint Powers Board meeting, a Fairview Care Center meeting, a Public Health meeting and a Committee of the Whole meeting. Commissioner Peterson attended a SCHSAC meeting, a Judicial Ditch 11 meeting, an AMC interview for a NaCO position, a Scott County FRC visit with MNPrairie and a Fairview Care Center meeting. Commissioner Tjosaas attended a MNPrairie meeting. Commissioner Toquam attended a Workforce Development meeting, a County Ditch meeting, a MNPrairie meeting, a SCHRC meeting, a Fairview Care Center meeting and a County Board meeting.

Motion No Vote

Administrator Update

The County Administrator was not present, but provided the following information in the Board packet.

Mr. Elmquist and Ms. Hager should have an executed contract with Kelly Ellis from Field Crest (as of Tuesday). John Allen signed the agreement along with the Mayor. Ms. Ellis was the last one needing to sign but had already indicated to the County Administrator via email that she was in agreement.

The Retreat is set for Friday, August 2nd. Mr. Elmquist asked that the Board let him know if there are any items they want on the agenda.

Motion No Vote

Other Deferred Business

There were no Other Deferred Business items to discuss.

The meeting was recessed at 6:16 p.m.

The meeting was reconvened at 6:28 p.m.

Motion No Vote

Ryan DeCook, Land Records Director**2024 County Board of Appeal and Equalization**

The Board of Appeal and Equalization (BoAE) convened at 6:30 p.m.

Lisa Kramer read the oath of the Board of Equalization.

Mr. DeCook reported that there were no appointments scheduled for tonight.

Matt Naatz and Wendy Iverson from Land Records were available to answer questions.

The Land Records Director briefly reviewed the following with the Board:

- Countywide Statistics
- Countywide Pie-Chart
- Ag Sales
- Region 1 Agricultural Land Values
- 2023 LBAE Statistics

The Chair thanked Mr. DeCook, Ms. Iverson and Mr. Naatz for their work.

Motion No Vote

Adjourn

Meeting Adjourned

Motion by Peterson seconded by Kenworthy to adjourn the Board of Appeal and Equalization meeting and regular meeting at 6:35 p.m.

The next regular meeting of the Dodge County Board of Commissioners will be held July 9, 2024 at 9:30 a.m.

Motion Adopted [Unanimous]

City of Mantorville
Regular City Council Minutes
June 24, 2024



1. Call to Order

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

Present: Mayor Chuck Bradford

Councilmembers:

Lynette Nash

Henry Blair

Lyle Hoaglund

Jeffrey Ingalls

Absent:

Others Present: City Clerk-Treasurer Gretchen Lohrbach
Public Works Lead Joe Adams
Public Works Wade Schroeder
City Engineer Scott Huneke - WHKS

2. Pledge of Allegiance

Everyone stood and recited the Pledge of Allegiance.

3. Changes to the Agenda

Request for a refund in the campground due to flooding added as item C under New Business.

4. Consent Agenda

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

A. Accounts Payable – Warrant List 6.24.24

B. County Commissioners Regular Meeting Minutes 5.28.24

C. Mantorville Fire Department June Meeting Minutes

D. Approval of Resolution 2024-14, A RESOLUTION APPROVING AN APPLICATION FOR A ONE DAY TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE TO THE MANTORVILLE RESTORATION ASSOCIATION AT THE GREEK HOUSE, 411 CLAY STREET, MANTORVILLE, MINNESOTA - SEPTEMBER 6 & SEPTEMBER 7, 2024

E. Approval of Resolution 2024-15, A RESOLUTION APPROVING AN APPLICATION FOR A ONE DAY TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE TO MANTORVILLE FIRE RELIEF AT THE MANTORVILLE FIRE

Motion carried: 5 ayes / 0 nays

5. Proclamations, Presentations and Recognitions

- A. Jason Boynton with Smith Schafer and Associates presented the City of Mantorville's Audit for year 2023 to the Council.
- Mayor Bradford and City Clerk Lohrbach were able to sit down and review the financials with the Smith Schafer team on June 18, 2024.
 - Bond Payments are being made on time and there is a healthy General Fund Balance. Water and Sewer are working well also.
 - Mayor Bradford asked if there is anything that we should do that we haven't been doing. Boynton said that if they have any suggestions, they would bring them to Council's attention.
- B. Tom Monson said that they have building plans for the bandshell ready and City Engineer Scott Huneke said nothing has really changed with the design. The contractor will work with the electrician on how the power will be set up as far as conduits, sound mixers, etc. for future use. Council will waive the building permit fee. Before it is submitted, the MRA will hold a special meeting to give their approval. Elcor is currently removing fill from the Highway 57 project and the City will store this to be used for the bandshell project when it begins.

6. Public Concerns – No Items

7. Public Safety Update

- A. Update from Sheriff's Office
Other than the gas line leak on Saturday, it was an uneventful weekend.

8. Public Hearings – No Items

9. Old Business/New Business

- A. City Engineer Scott Huneke said it is now feasible to have one pipe serve this entire area. It would have the ability to serve Rolling Hills and Spring Creek in the future and it would be installed in the County right of way. Councilmember Ingalls asked about the cost savings of doing this entire project up front instead of having to eventually construct a second lift station. Huneke said the savings would be substantial.

Councilmember Blair moved and Councilmember Hoaglund seconded to approve the WHKS Professional Services Agreement Amendment for \$32,000.00 to run the extra sanitary sewer piping:

Motion carried: 5 ayes / 0 nays

- B. The Mantorville Welcome Center has not had water and sewer hooked up since the end of April. They would like to have their water bill waived until they are hooked up and

begin using water again.

Councilmember Ingalls moved and Councilmember Hoaglund seconded to make their Bill inactive until they resume use:

Motion carried: 5 ayes / 0 nays

C. A gentleman coming into site #5 at the campground was advised by City Clerk Lohrbach not to come due to the flooding. She would like to issue him a refund. Council agreed.

10. Tabled Items – No Items

11. Reports

A. Public Works Report

- 1) Well #2 has failed. The quote to fix it was \$28,243.00.
- 2) There was a watermain leak on the corner of 5th Street & Clay Street by the hydrant on Sunday. The hydrant had been installed improperly.
- 3) There is a possible leak on the corner of Clay Street & 8th Street. It is a tile line. S & L Contracting will be coming in to fix it.
- 4) Near the corner of 9th Street and HWY 57, part of the culvert needed to be removed. The State will replace the sidewalk here, but there is a hollow tree that must be removed. It will be \$1,400 to remove and grind it, or \$1,200 for removal only.

Councilmember Blair moved and Councilmember Ingalls seconded to approve \$ 1,400 to remove and grind:

Motion Carried: 5 ayes / 0 nays

- 5) We had to borrow a pump from Kasson because of the flooding.
- 6) We budgeted \$8,500 for televising and jetting. Roto Rooter can come in a couple of weeks to do this.

Councilmember Ingalls moved and Councilmember Blair seconded to move forward with this:

Motion carried: 5 ayes / 0 nays

- 7) Most of the Emerald Ash Borer Grant trees are planted.
- 8) Councilmember Hoaglund thanked Public Works for all the work they put in this weekend because of the flooding.
- 9) Adams is keeping track of labor hours and expenses in case we receive aid because of the flooding.

B. City Clerk Report

- 1) Received 2 more application for the Deputy City Clerk position today, so we now have quite a few to choose from.

- 2) Still waiting on a quote from Waste Management for the campground dumpster that needs to be emptied.

Councilmember Ingalls and Councilmember Hoaglund seconded to go with LRS for garbage removal if necessary and give City Clerk Lohrbach the authority to make that decision depending on if she hears back or not from WM and if their price quote is reasonable:

Motion carried: 5 ayes / 0 nays

Councilmember Hoaglund said it may be a good idea to limit the garbage vendors in town to 3 because it would be less wear and tear on our streets.

- 3) Lohrbach spoke with the League of Minnesota Cities and they said it is correct to be giving elected officials W2s and not 1099s.

C. Consultant Report – nothing further

D. Committee Reports

- 1) Chamber
- 2) Economic Development Authority – Meets next week
- 3) Finance/Budget
- 4) Fire Department
- 5) Infrastructure
- 6) Kasson Mantorville Joint Powers
- 7) Mantorville Restoration Association – They will be electing new board members and officials in July.
- 8) Park Board – Meets tomorrow
- 9) Personnel
- 10) Fire Relief
- 11) Township

E. Councilmember Reports

Councilmember Ingalls would like the Infrastructure Committee to meet to discuss signage warning against jake breaking in town.

F. Mayor's Report

- SLMN's annual meeting is coming up. Let him know if you have anything to share for it.
- There were two cars that tried to come down the HWY 57 project construction and became stuck. Traffic continues to try and drive around barricades.
- The DNR will be looking at dams and possibly asking questions about ours at Riverside Park.
- Senator Carla Nelson will be at the Constriction and Coffee meeting Wednesday at the County Seat Coffeehouse.

- Joint Ventures meets in a couple of weeks. If anyone has suggestions for projects let him know.
- Stagecoach Days did not go as planned due to the flooding.

12. Executive Session – No items

13. Adjourn

Motion was made by Councilmember Ingalls and seconded by Councilmember Hoaglund to adjourn the meeting at 7:34 p.m.

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

**City of Mantorville
Regular City Council Minutes
July 8, 2023**



1. Call to Order

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

Present: Mayor Chuck Bradford

Councilmembers: Lynette Nash
Lyle Hoaglund
Jeffrey Ingalls
Henry Blair

Absent:

Others Present: City Clerk-Treasurer Gretchen Lohrbach
Public Works Lead Joe Adams
Public Works Wade Schroeder
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 Councilmember Ingalls and seconded by Councilmember Nash to approve the Consent Agenda, as presented:

- A. Accounts Payable-Warrant List 7.8.24
- B. Dodge County Board of Commissioners Meeting Minutes of 6.11.24
- C. Year 2023 Financial Report

Motion carried: 5 ayes / 0 nays

5. Proclamations, Presentations and Recognitions

Amy Evans with Dodge County gave updates on the Cannabis Ordinances and licenses.

The League of Minnesota Cities has some good FAQs about this on their website.

Cities need to come up with an ordinance that addresses more than just retail. The City can limit the number of retailers to one per 12,500, but must have one. The City cannot

limit the amount of growers. The City can choose to defer their retail to the County and they will manage that.

City ordinances will also have to address registration and what can go where according to zoning.

The Minnesota Office of Cannabis Management has a toolkit on its website to help with these issues. [Mn.gov/ocm/local-governments/](https://mn.gov/ocm/local-governments/)

She hopes to be able to present to the County and have a Public Hearing sometime in September or early October.

6. Public Concerns

Johannes Marsland would like Council's approval to begin a daycare at 515 Walnut Street. The zoning will allow for this. Council had no problem with it and gave their consent. City Clerk Lohrbach will prepare a letter for him stating the City's approval.

7. Public Safety Update

A. Law enforcement said that the traffic in town has been pretty good. The cement in front of Casey's has helped to deter people from cutting through there. Councilmember Ingalls asked about the property damage at 220 6th Street West in the report because we don't have much of that. The damage was from someone backing up into another person's yard.

B. Fire Chief Harbaugh would like approval to close 5th Street from 4:00pm – 4:00am for the Street Dance during Marigold Days September 7, 2024.

Councilmember Hoaglund moved and Councilmember Ingalls seconded to approve the street closure:

Motion carried: 5 ayes / 0 nays

C. Chief Harbaugh said they have been very busy with the fiscal year closing reports and will have his report at the next meeting.

D. One of the Fire Department's Explorers would like to have their graduation party at the Fire Hall. They will not be serving alcohol. Councilmember Nash said this could be a good way to get other students interested in the Explorer Program. Council also said limiting it to graduating seniors that have been in the Explorer Program for at least a year could be a good idea. Chief Harbaugh will do some more checking and will bring it back to Council.

E. Chief Harbaugh will send an email to the Personnel Committee to set up a meeting with them regarding some issues.

F. The Fire Department would like to address the floor drains and OSHA compliance laws in the 2025 budget. The League of Minnesota Cities would like input on these possible new compliance laws and the Fire Department will explain that Mantorville has a financial hardship as far as gear replacement.

G. City Clerk Lohrbach asked if the Fire Department was going to assist with National

Night Out this year. Chief Harbaugh said that maybe the City should let the neighborhoods do it on their own versus hosting it as a City. Councilmember Nash said that doing it is good Public Relations for them though. Chief Harbaugh said that the Fire department has many requests to visit other NNO events, but that they can't currently do this if all their resources go into Mantorville's NNO. City Clerk Lohrbach said that a decision will need to be made at the next Council Meeting on July 22 because NNO is August 6th.

8. Public Hearings – No Items

9. Old Business/New Business – No Items

10. Tabled Items – No Items

11. Reports

A. Public Works Report

- Public Works Lead Joe Adams said that they were bypassing again on June 28th & 29th because of the heavy rain.
- Roto Rooter was televising and there is a section between 5th and 6th Street that is leaking. Adams is working with the City Engineers to get some pricing that he can bring back to Council. He is hoping that they will be able to line it.
- Adams also said that our well company said we may need a new well in a couple of years. Wil Giesen from CEDA is looking into possible grants for a project like this. The City Engineers will also help with identifying our best options. We probably have a couple of years yet, so this will most likely be for the 2026 or 2027 budget. The project will probably be around \$300,000.00.

B. City Clerk Report

- All journal entries for the City's audit have been completed.
- City Clerk Lohrbach would like to have a sample budget prepared for the next Council meeting.
- All quarterly reports are done and financials filed with the State Auditor and published in the newspaper.
- Waste Management had not picked up our dumpster request. The City has now switched to LRS.
- The Air Conditioner is working now, but they no longer make the freon for the one we have. Preferred Heating and Cooling put some they had in it and said it may last the summer, but it may not. They provided pricing, but Joe will look for more quotes to bring back to Council.

Councilmember Nash moved and Councilmember Ingalls seconded to table this item until we receive more quotes:

Motion carried: 5 ayes / 0 nays

C. Consultant Report

D. Committee Reports

Chamber – Did not have a meeting this month.

EDA – Went over financials and budget. “Art in the Park” is now installed at Riverside Park, they are just waiting on the artist’s biographies.

Joint Ventures – Mayor Bradford said that they have committed \$20,000.00 this year for the Basketball Court at Riverside Park and \$10,000.00 next years toward hockey boards. Public Works Lead Adams said they also went with a soil conditioning rake to fluff the soil. A new baseball scoreboard was discussed, but no action was taken. Everyone was introduced to the new Superintendent, Theodore Ihns.

MRA – Councilmember Hoaglund said the Annual meeting is tomorrow night. They will be electing new officers.

Park Board – Adams said pickle ball and the Riverside Bandshell was discussed. City Clerk Lohrbach said the building permit has been submitted for the bandshell.

E. Councilmember Reports

F. Mayor’s Report

- The City Received an FYI from the United States Department of the Interior – Bureau of Indian Affairs about the Elk Run Gaming Project near Pine Island.
- Mayor Bradford hoped everyone was able to enjoy the 4th of July.
- At the Coffee and Construction meeting at the County Seat Coffeehouse 2 weeks ago, Elcor said the are aiming to be finished August 9th, but they may not be done with sod. Adams said they begin blacktopping Thursday July 11th. Adams said that Xcel is working on the power poles right now and then will trench under the new sidewalks. Councilmember Hoaglund said the new streetlight near his house is parallel to the road instead of perpendicular. He will speak to them about this.

12. Adjourn

Motion was made by Councilmember Ingalls and seconded by Councilmember Nash to adjourn the meeting at 8:35 p.m.

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

MANTORVILLE FIRE DEPARTMENT

July 2024 General Members Meeting

Call to Order:

- The meeting was called to order at: 19:30

Member's in Attendance:

- Curt, Jeff, Dave, Roger, Paul, Don, Russ, Scott, Steve, Travis, Nate B., Joey, Troy, Kyle, Duke, Nate S., Orion, Ryan, Logan, Tristan, Angel, Bob

Chief's Report:

Fair Thurs-Sun

- Email sent with assignments- if you didn't get anything you're not on my list

National Night Out

- Fire Dept is stepping back this year

Fire Prevention Week Oct 6-12 We will need 2-3 members to set this up and come up with something for families.

- "Smoke alarms, Make them work for you"

Street Closure

- Approved by Council 4pm-4am

Compliance

- Will be reviewed and letters sent to those out of compliance

West Concord Survival Days

- Guns vs Hoses softball game July 25 19:00- see me if you're interested or reach out to WCPD
- Parade July 28th at noon is line up 1-2 trucks

Festival In the Park

- Sunday August 11 @ noon - see Duke to sign up

Minnesota Fire Department Association

- Sept 20-21 in Mankato
 - See Duke if you want details

Graduation Party

- Discussion about Explorer use - no objections

Mission Statement

- What's this mean - Looking to update, please see Duke with input

HogFest - Claremont August 4th - 13:30

- If interested - see Duke

Assistant Chief:

- Fit testing August 7th - Sign up slots on the sheet in the kitchen

Deputy Chief:

- Nothing to report

Fire Marshall:

- 8 call - 2 gas leaks, 3 MVA's, Power line down and 2 fires

Training Officer:

- Open to suggestions - water wars and pumper training suggested

Equipment:

- Lanterns - if we order 14, it comes down to \$220/unit - same bases
 - Motion by Steve to approve, seconded Nate - Approved
- Stokes basket pricing of \$600 - research on current one before a decision
- Pricing on helmet lights - \$79 each if we order 30
 - Motion by Steve to approve, seconded Nate - Approved
- CO monitor replacement ordered for blue bag
- Pricing on rescue mannequin - 165 lb \$2199
 - Motion by Steve to approve, seconded Travis - Approved
- Dewalt tool implementation discussed as the gas saw is hard starting
 - Dewalt saw to be loaded in Pumper 2

Vehicles:

- Betsy- In our Shed.
- Pumper 1-
- Pumper 2 -
- Chevy Pick Up -
- Tanker 1 - Still at Freightliner - laundry list of recommended repairs
- Tanker 2 -
- Grass Rig -
- Rescue Truck -Parking brake repaired, flat tire repaired

First Responder's:

- SEEMS in August
- Run reports- need more detail
- CPR for November 2nd Wed - All members need to be present

Treasurer

- Bills: \$3830.06
- Discussed bills
- Motion made by:to pay bills as stated by Travis
- 2nd by: Ryan
- Motion carries

New Business:

- Hydrants in construction area have been moved
- Discussed updated pictures in conjunction with Med Compass - email to follow

Old Business:

- On target for August 9th opening for road work
- Discussed ordering of snapback hats

Active Committees

- OSHA/Safety and Accountability: Don, Russ, Tristan, Nate S, Mike B
- Radios: Paul, Rog, Ryan
- SOG'S/Personnel: Duke, Dave, Annabelle, Paul, Logan, Troy
- Uniform's: Travis, JJ, Orion, Annablle, Nate S., Ryan, Tristan, Annika
- Explorer program: Nate B., Nate S. Travis, Duke
- Truck/Equipment- Russ, Curt, Paul, Travis, Nate B., Joey, Nate S.

Point Report:

- Motion made by Joey to approve the point report
- 2nd by Logan
- Motion approved.

Clerk/ Calendar

- August Lunch— Paul, Nate S., Scott
- Calendar
 - Aug 4 1330 Hogfest Parade
 - Aug 6 1900 Officer Meeting
 - Aug 7 1830 1st Wed Drill
 - Aug 11 Noon Festival in the Park
 - Aug 14 1830 1st Responder Training
 - Aug 21 1800 Maintenance
 - 1900 Food
 - 1930 Members meeting

Meeting Adjourned at: 20:09

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION 2024-16

**A RESOLUTION APPROVING THE APPOINTMENT OF ADDITIONAL
ELECTION JUDGES FOR THE STATE PRIMARY
AND THE 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, elections to be held in the City of Mantorville, County of Dodge, State of Minnesota, include the State Primary scheduled for August 13, 2024 and the General Election scheduled for November 5, 2024.

NOW, THEREFORE, BE IT RESOLVED, that the Mantorville City Council appoints the persons listed below to the position of Election Judge to serve at any and all elections in the capacity given by the City Clerk and conducted by the City of Mantorville, subject to change as needed in order to maintain major political party balance, pursuant to Minnesota Statute 204B.19 Subd. 5.

City of Mantorville – Municipal Center Council Chambers	
Marilyn Lermon	Election Judge

Adopted by the City Council of the City of Mantorville, Minnesota, this 22nd day of July, 2024.

ATTEST:

Chuck Bradford
Mayor

Gretchen Lohrbach
City Clerk-Treasurer