



Trail to the Past. Road to the Future.

CITY COUNCIL MEETING
MUNICIPAL COUNCIL CHAMBERS
21 5TH STREET E, MANTORVILLE, MN 55955
MONDAY, April 14, 2025

1. Call to Order

2. Pledge of Allegiance

3. Changes to Agenda

4. Consent Agenda ** p. 1 - 35

- A. Accounts Payable (Warrant List) for 4.14.2025
- B. County Commissioners Draft Meeting Minutes for 3.11.25
- C. County Commissioners Draft Meeting Minutes for 3.25.25
- D. Regular Mantorville City Council Meeting Minutes 2.24.25
- E. April 2025 Fire Department Regular Meeting Minutes
- F. March 2025 Sheriff's Report
- G. Proclamation Declaring April 25th as Arbor Day in the City of Mantorville

5. Proclamations, Presentations and Recognitions ** p. 37 - 42

Mantorville City Council will hold a public hearing on Monday, April 14, 2025 starting at 6:30 p.m. or as soon as reasonably practical thereafter, in the City Council Chambers, located at 21 5th Street East, Mantorville, Minnesota, to consider an application for a variance for the property located at Dodge County PID 25.426.1990 (802 7th St. W) to allow replacement of an existing fence on the property with an 8-foot privacy fence. Specifically, the applicant seeks a variance to allow (i) the height of the fence to exceed the city's maximum height requirement; and (ii) for the fence to be a solid/privacy fence notwithstanding the city's requirement that fences in front yards have an "opening to materials ratio" of at least 10 to 1 (for example, 10 inches of opening is required between each 1 inch of material). Following the public hearing, the City Council will consider the application and make a decision regarding requested variance.

6. Public Concerns

Individuals may address the City Council about any item not included on the regular agenda. Speakers must come to the podium to be heard, and must 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.

7. Public Safety Update

- A. Fire Department Discussion of Grass Rig

8. Public Hearing – No Items

9. Old Business/New Business

10. Tabled Items

- A. Signing Pickleball Courts at Slingerland Park Contract with Friends of Mantorville ****p. 43-52**
 - Dodge County Study Recommending Recreation Planning
- B. Security Cameras for City Hall, City Shop, and Fire Department
- C. Donation Agreement for land located at 707 Stagecoach Road, PID 25.301.0040, and Resolution 2025-17 Approving the Donation Agreement. **** p. 53-60**

11. Reports

- A. Public Works Report
 - 1. Tree Removal & Street Sweeping Quotes **p. 61-65**
 - 2. Streetlight **p. 66**
- B. City Clerk Report **p. 67-101**
- C. Consultant Report
- D. Committee Reports
Chamber, EDA, Finance/Budget, Fire Department, Infrastructure, KM Joint Powers, MRA, Park Board, Personnel, Relief, Township, Decorations
- E. Councilmember Reports
- F. Mayor’s Report

12. Adjourn **

<i>Upcoming Meetings and Events in Mantorville:</i>		
<i>March 24, 2025</i>	<i>6:30pm</i>	<i>Regular City Council Meeting</i>
<i>March 25, 2025</i>	<i>6:30pm</i>	<i>Parks and Recreation Board Meeting</i>
<i>March 29, 2025</i>	<i>Morning-Afternoon</i>	<i>Dodge County Expo</i>
<i>April 1, 2025</i>	<i>6:15pm</i>	<i>Mantorville EDA Meeting</i>
<i>April 2, 2025</i>	<i>7:30pm</i>	<i>Mantorville Fire Dept. Regular Meeting</i>
<i>April 14, 2025</i>	<i>6:30pm</i>	<i>Regular City Council Meeting</i>
<i>April 19, 2025</i>	<i>Morning-Noon</i>	<i>Easter Egg Hunt Riverside Park</i>
<i>April 21, 2025</i>	<i>5:30pm</i>	<i>Local Board of Appeal and Equalization Meeting</i>
<i>April 25, 2025</i>	<i>1:00pm</i>	<i>Planting Tree for Arbor Day in Riverside Park</i>
<i>April 28, 2025</i>	<i>6:30pm</i>	<i>City Council Regular Meeting</i>
<i>April 29, 2025</i>	<i>6:30pm</i>	<i>Parks and Recreation Board Meeting</i>
<i>Because Mantorville is a small, but active community, a possible quorum may result as members of the City Council and other Boards may be in attendance at all meetings and community events in Mantorville.</i>		

**** Designates Council Action Items**

MANTORVILLE, MN

04/13/25 4:06 PM

Page 1

Payments

Current Period: April 2025

Payments Batch 041425PAY		\$40,217.85	
Refer	0 SAINT CLOUD STATE UNIVERSITY	-	
Cash Payment	E 101-41500-208 Training, Mileage	Year 3 MCFOA Clerk Institute - Gretchen Lohrbach	\$340.00
Invoice	217885-9387	4/14/2025	
Transaction Date	4/10/2025	MBT Bank Checking 10100	Total \$340.00
Refer	0 EXPRESS SERVICES INC	-	
Cash Payment	E 101-41500-101 Salaries	y2657 - City Clerk 3/23/25 - 4/6/25	\$1,267.40
Invoice	8500+2971+3916	4/14/2025	
Cash Payment	E 601-49400-101 Salaries	y2657 - City Clerk 3/23/25 - 4/6/25	\$1,056.16
Invoice	8500+2971+3916	4/14/2025	
Cash Payment	E 602-49450-101 Salaries	y2657 - City Clerk 3/23/25 - 4/6/25	\$1,056.16
Invoice	8500+2971+3916	4/14/2025	
Cash Payment	E 603-45183-101 Salaries	y2657 - City Clerk 3/23/25 - 4/6/25	\$844.94
Invoice	8500+2971+3916	4/14/2025	
Transaction Date	4/10/2025	MBT Bank Checking 10100	Total \$4,224.66
Refer	0 FIRE SAFETY USA, INC	-	
Cash Payment	E 101-42200-240 Tools and Minor Equipm	Fire Dept Supplies Hose & Swivel	\$849.85
Invoice	199067	4/14/2025	
Cash Payment	E 101-42200-228 Equip. Repair and Maint	Fire Dept Supplies Line Pressure Regulatoron Eagle Air Compressor	\$655.00
Invoice	199466	4/14/2025	
Cash Payment	E 101-42200-228 Equip. Repair and Maint	Fire Dept Supplies Onspot Chainwheel Repair/Replace	\$3,554.75
Invoice	198661	4/14/2025	
Transaction Date	4/10/2025	MBT Bank Checking 10100	Total \$5,059.60
Refer	0 STAFFORD, TROY	-	
Cash Payment	E 101-42200-208 Training, Mileage	Fire School, Fargo & Reimbursement for fuel	\$842.47
Invoice	04/02/25	4/14/2025	
Transaction Date	4/10/2025	MBT Bank Checking 10100	Total \$842.47
Refer	0 ALLSTATE PETERBILT GROUP	-	
Cash Payment	E 101-42200-228 Equip. Repair and Maint	Switch for Pumper #1	\$40.05
Invoice	5004282570	4/14/2025	
Transaction Date	4/10/2025	MBT Bank Checking 10100	Total \$40.05
Refer	0 NOLTE, ROGER	-	
Cash Payment	E 101-42200-217 Other Operating Supplie	Mini Computer & Parts	\$311.98
Invoice	04/02/25	4/14/2025	
Transaction Date	4/10/2025	MBT Bank Checking 10100	Total \$311.98
Refer	0 DODGE COUNTY SHERIFF	-	
Cash Payment	E 101-42100-310 Other Professional Servi	Service April 2025	\$9,195.33
Invoice	Apr 2025	4/14/2025	
Transaction Date	4/10/2025	MBT Bank Checking 10100	Total \$9,195.33
Refer	0 ONSITE COMPANIES	-	
Cash Payment	E 101-45200-410 Rentals	601 Golfview Ct	-\$31.75
Invoice	1803847	4/14/2025	
Cash Payment	E 101-45200-410 Rentals	Mantor Field	\$69.21
Invoice	1803848/1866670	4/14/2025	

MANTORVILLE, MN

04/13/25 4:06 PM

Page 2

Payments

Current Period: April 2025

Transaction Date	4/10/2025	MBT Bank Checking	10100	Total	\$37.46
Refer	0 <u>JACOBSEN LAW FIRM, P.A.</u>	-			
Cash Payment	E 101-41600-304 Legal Fees		Services for March 2025 & Annual CJDN Access		\$455.00
Invoice	4569 4/14/2025				
Transaction Date	4/10/2025	MBT Bank Checking	10100	Total	\$455.00
Refer	0 <u>CEDA</u>	-			
Cash Payment	E 101-46500-437 Other Miscellaneous		2nd Quarter of 2025		\$6,003.25
Invoice	4/1/25 4/14/2025				
Transaction Date	4/10/2025	MBT Bank Checking	10100	Total	\$6,003.25
Refer	0 <u>RITEWAY BUSINESS FORMS</u>	-			
Cash Payment	E 601-49400-430 Miscellaneous		Laser Utility Bill Postcards		\$165.21
Invoice	25-30663 4/14/2025				
Cash Payment	E 604-43150-352 Publishing		Laser Utility Bill Postcards		\$47.20
Invoice	25-30663 4/14/2025				
Cash Payment	E 602-49450-437 Other Miscellaneous		Laser Utility Bill Postcards		\$259.61
Invoice	25-30663 4/14/2025				
Transaction Date	4/10/2025	MBT Bank Checking	10100	Total	\$472.02
Refer	0 <u>OPG-3, INC.</u>	-			
Cash Payment	E 101-41500-300 Professional Srvs (GEN		Laserfiche Annual Fee 2025		\$1,200.00
Invoice	8704 4/14/2025				
Transaction Date	4/10/2025	MBT Bank Checking	10100	Total	\$1,200.00
Refer	0 <u>OLMSTED MEDICAL CENTER CLIN</u>	-			
Cash Payment	E 101-43100-229 Safety/OSHA		2/18/25 Drug Screen		\$39.00
Invoice	03/18/25 4/14/2025				
Transaction Date	4/10/2025	MBT Bank Checking	10100	Total	\$39.00
Refer	0 <u>KENNEDY & GRAVEN, CHARTERE</u>	-			
Cash Payment	E 101-41600-304 Legal Fees		February Legal Services		\$1,402.40
Invoice	187045 4/14/2025				
Transaction Date	4/10/2025	MBT Bank Checking	10100	Total	\$1,402.40
Refer	0 <u>LOHRBACH, GRETCHEN</u>	-			
Cash Payment	E 101-41500-322 Postage		Postage for Utility Bill Mailing for April 2025		\$63.90
Invoice					
Cash Payment	E 601-49400-430 Miscellaneous		Postage for Utility Bill Mailing for April 2025		\$42.60
Invoice					
Cash Payment	E 602-49450-437 Other Miscellaneous		Postage for Utility Bill Mailing for April 2025		\$85.20
Invoice					
Cash Payment	E 604-43150-352 Publishing		Postage for Utility Bill Mailing for April 2025		\$21.30
Invoice					
Transaction Date	4/10/2025	MBT Bank Checking	10100	Total	\$213.00
Refer	0 <u>DODGE COUNTY INDEPENDENT</u>	-			
Cash Payment	E 101-41110-352 Publishing		Public Hearing 04/14/2025		\$113.50
Invoice	19124 4/14/2025				
Transaction Date	4/10/2025	MBT Bank Checking	10100	Total	\$113.50
Refer	0 <u>AFLAC</u>	-			
Cash Payment	G 101-21710 AFLAC		Twenty-eight Day Premium P8873		\$33.12
Invoice	653159 4/14/2025				

MANTORVILLE, MN

04/13/25 4:06 PM

Page 3

Payments

Current Period: April 2025

Transaction Date	4/11/2025	MBT Bank Checking	10100	Total	\$33.12
Refer	0 <i>GOPHER STATE ONE CALL</i>				
Cash Payment	E 601-49400-300 Professional Svcs (GEN	March Locates			\$3.78
Invoice	5030576	4/14/2025			
Cash Payment	E 602-49450-300 Professional Svcs (GEN	March Locates			\$5.67
Invoice	5030576	4/14/2025			
Transaction Date	4/11/2025	MBT Bank Checking	10100	Total	\$9.45
Refer	0 <i>LRS OF MINNESOTA, LLC</i>				
Cash Payment	E 101-42200-384 Refuse/Garbage Dispos	Garbage Service for April			\$43.75
Invoice	UB585978	4/14/2025			
Cash Payment	E 101-41940-384 Refuse/Garbage Dispos	Garbage Service for April			\$158.50
Invoice	UB585978	4/14/2025			
Transaction Date	4/11/2025	MBT Bank Checking	10100	Total	\$202.25
Refer	0 <i>SIMPLY TIDY, LLC</i>				
Cash Payment	E 101-41940-439 Janitors	February & March Cleaning			\$260.00
Invoice	3167	4/14/2025			
Transaction Date	4/11/2025	MBT Bank Checking	10100	Total	\$260.00
Refer	0 <i>KMTELECOM</i>				
Cash Payment	E 101-41940-321 Communications Phone/	CITY HALL MAIN 5170, 5116			\$160.88
Invoice	1025888	4/14/2025			
Cash Payment	E 101-41940-321 Communications Phone/	CITY HALL - 5176 - 2ND LINE			\$20.91
Invoice	1025888	4/14/2025			
Cash Payment	E 101-41940-321 Communications Phone/	CITY HALL FAX 5300			\$25.00
Invoice	1025888	4/14/2025			
Cash Payment	E 101-42200-321 Communications Phone/	FD 5440, 5117			\$25.90
Invoice	1025888	4/14/2025			
Cash Payment	E 101-41940-321 Communications Phone/	STREETS - SHOP 5119, 5120			\$90.89
Invoice	1025888	4/14/2025			
Cash Payment	E 601-49400-321 Communications Phone/	WATER TOWER ALARM 3588			\$46.45
Invoice	1025888	4/14/2025			
Cash Payment	E 602-49450-321 Communications Phone/	LIFT STATION ALARM 5066			\$36.45
Invoice	1025888	4/14/2025			
Cash Payment	E 602-49450-321 Communications Phone/	WWTP 5463 ALARM			\$36.45
Invoice	1025888	4/14/2025			
Cash Payment	E 101-41940-321 Communications Phone/	LONG DISTANCE/TAXES/FEES			\$5.85
Invoice	1025888	4/14/2025			
Cash Payment	E 101-46500-437 Other Miscellaneous	EDA 800 NUMBER			\$0.15
Invoice	1025888	4/14/2025			
Transaction Date	4/11/2025	MBT Bank Checking	10100	Total	\$448.93
Refer	0 <i>WHKS & COMPANY</i>				
Cash Payment	E 101-41950-303 Engineering Fees	2025 Engineering Fema Mitigation			\$405.00
Invoice	53821	4/14/2025			
Transaction Date	4/11/2025	MBT Bank Checking	10100	Total	\$405.00
Refer	0 <i>BLUE CROSS BLUE SHIELD OF MI</i>				
Cash Payment	G 101-21715 Employee Paid Vision Plan	May Insurance			\$20.64
Invoice	250402393926	4/14/2025			
Transaction Date	4/11/2025	MBT Bank Checking	10100	Total	\$20.64

MANTORVILLE, MN

04/13/25 4:06 PM

Page 4

Payments

Current Period: April 2025

Refer	0	VERIZON WIRELESS	Ck# 006442	4/14/2025	
Cash Payment	E 101-42200-321	Communications Phone/	Service 2/24 - 3/23		\$54.64
Invoice	6109323615	4/14/2025			
Transaction Date	4/11/2025	MBT Bank Checking	10100	Total	\$54.64
Refer	0	XCEL ENERGY	-		
Cash Payment	E 101-43160-381	Electric Utilities	STREET LIGHTS		\$1,866.58
Invoice	919830117	4/14/2025			
Cash Payment	E 101-43160-381	Electric Utilities	300 MAIN N BRIDGE LIGHTS		\$18.49
Invoice	1170943578	4/14/2025			
Cash Payment	E 101-43160-381	Electric Utilities	130 ST.HWY 57 S.CITY SIGN		-\$0.25
Invoice	1170945830	4/14/2025			
Cash Payment	E 101-43160-381	Electric Utilities	60003 ST.HWY 57 N CITY SIGN		\$10.43
Invoice	1170939352	4/14/2025			
Cash Payment	E 101-42200-380	Utility Services	21 5TH STREET SIREN		\$6.62
Invoice	1170944483	4/14/2025			
Cash Payment	E 101-42200-380	Utility Services	21 5TH STREET E FH/CH/PUMP		-\$227.71
Invoice	1170944807	4/14/2025			
Cash Payment	E 101-42200-380	Utility Services	701 CHESTNUT SIREN		\$6.78
Invoice	1170944450	4/14/2025			
Cash Payment	E 101-43160-381	Electric Utilities	410 CLAY POLE ON EDA LOT		\$11.48
Invoice	1170940596	4/14/2025			
Cash Payment	E 101-41940-380	Utility Services	600 7TH STREET WEST MANTORFIEL		\$10.69
Invoice	1170941942	4/14/2025			
Cash Payment	E 101-41940-380	Utility Services	340 CLAY RIVERSIDE W CENTER		\$15.86
Invoice	1170938618	4/14/2025			
Cash Payment	E 101-41940-380	Utility Services	342 MAIN ST N RIVERSIDE NE		\$10.69
Invoice	1170942044	4/14/2025			
Cash Payment	E 101-41940-380	Utility Services	601 GOLFVIEW DENNISON FIELD		\$13.20
Invoice	1170940996	4/14/2025			
Cash Payment	E 101-41940-380	Utility Services	1008 EAST CITY SHOP		-\$15.73
Invoice	1170944572	4/14/2025			
Cash Payment	E 602-49450-380	Utility Services	121 BLANCH WWTF+SEC+PUMP		-\$1,049.01
Invoice	1170940276	4/14/2025			
Cash Payment	E 601-49400-380	Utility Services	841 BLANCH WTR WELL HOUSE		-\$156.33
Invoice	1170940921	4/14/2025			
Cash Payment	E 601-49400-380	Utility Services	924 JEFFERSON WATER TOWER		\$0.53
Invoice	1170945076	4/14/2025			
Cash Payment	E 603-45183-381	Electric Utilities	324 MAIN ST N CAMPGROUND		-\$131.61
Invoice	1170947415	4/14/2025			
Cash Payment	E 101-41940-380	Utility Services	15 4TH STREET WEST RIVERSIDE		\$11.48
Invoice	1170943836	4/14/2025			
Cash Payment	E 602-49450-380	Utility Services	601 JEFFERSON LIFT STATION		\$10.51
Invoice	1170942288	4/14/2025			
Cash Payment	E 602-49450-380	Utility Services	121 Blanch - Auto Protect Light		\$11.36
Invoice	1170944342	4/14/2025			
Cash Payment	E 602-49450-380	Utility Services	300 Clay Street		\$10.69
Invoice	1170939179	4/14/2025			
Transaction Date	4/11/2025	MBT Bank Checking	10100	Total	\$434.75
Refer	0	Huckleberry Floral	Ck# 006444	4/14/2025	

MANTORVILLE, MN

04/13/25 4:06 PM

Page 5

Payments

Current Period: April 2025

Cash Payment	E 101-41500-437	Other Miscellaneous	Potter Family Flowers	\$91.89
Invoice				
Transaction Date	4/11/2025		MBT Bank Checking 10100	Total \$91.89
Refer	0	<u>SOUTHEAST SERVICE COOPERAT</u>	<u>Ck# 006446 4/14/2025</u>	
Cash Payment	G 101-21706	Hospitalization/Medical Ins	April Health 2025	\$2,650.86
Invoice				
Transaction Date	4/11/2025		MBT Bank Checking 10100	Total \$2,650.86
Refer	0	<u>INTERNAL REVENUE SERVICE</u>	<u>Ck# 006447 4/14/2025</u>	
Cash Payment	G 101-21703	FICA Tax Withholding	PR 07 2025	\$986.86
Invoice				
Cash Payment	G 101-21709	Medicare	PR 07 2025	\$230.80
Invoice				
Cash Payment	G 101-21701	Federal Withholding	PR 07 2025	\$756.33
Invoice				
Transaction Date	4/11/2025		MBT Bank Checking 10100	Total \$1,973.99
Refer	0	<u>MN PERA</u>	<u>Ck# 006448 4/14/2025</u>	
Cash Payment	G 101-21704	PERA	PR 07 2025	\$1,208.61
Invoice				
Transaction Date	4/11/2025		MBT Bank Checking 10100	Total \$1,208.61
Refer	0	<u>MINNESOTA REVENUE</u>	<u>Ck# 006449 4/14/2025</u>	
Cash Payment	G 101-21702	State Withholding	PR 07 2025	\$283.15
Invoice				
Transaction Date	4/11/2025		MBT Bank Checking 10100	Total \$283.15
Refer	0	<u>PAYMENT SERVICE NETWORK, IN</u>	<u>Ck# 006450 4/14/2025</u>	
Cash Payment	E 601-49400-300	Professional Srvs (GEN	March Service	\$67.96
Invoice 308641 4/14/2025				
Cash Payment	E 602-49450-300	Professional Srvs (GEN	March Service	\$101.94
Invoice 308641 4/14/2025				
Transaction Date	4/11/2025		MBT Bank Checking 10100	Total \$169.90
Refer	0	<u>WEX HEALTH, INC.</u>	<u>Ck# 006451 4/14/2025</u>	
Cash Payment	E 101-41500-300	Professional Srvs (GEN	Services for April	\$8.25
Invoice 0002140266-IN 3/31/2025				
Transaction Date	4/11/2025		MBT Bank Checking 10100	Total \$8.25
Refer	0	<u>NAPA</u>	-	
Cash Payment	E 101-43100-228	Equip. Repair and Maint	Supplies, Cable Tie	\$231.92
Invoice 499330 4/14/2025				
Cash Payment	E 101-43100-228	Equip. Repair and Maint	Supplies	\$4.61
Invoice 499394 4/14/2025				
Transaction Date	4/11/2025		MBT Bank Checking 10100	Total \$236.53
Refer	0	<u>CASEYS BUSINESS MASTERCARD</u>	<u>Ck# 006454 4/14/2025</u>	
Cash Payment	E 101-43125-212	Motor Fuels	Motorfuels	\$348.99
Invoice				
Cash Payment	E 101-42200-212	Motor Fuels	Motorfuels	\$186.81
Invoice				
Transaction Date	4/11/2025		MBT Bank Checking 10100	Total \$535.80
Refer	0	<u>KASSON HARDWARE HANK</u>	-	

MANTORVILLE, MN

04/13/25 4:06 PM

Page 6

Payments

Current Period: April 2025

Cash Payment	E 101-45200-404	Repairs/Maint Machiner	Fastner, Bolt, Spring, Gloss, Tape & Pad		\$68.82
Invoice	March 2025	4/14/2025			
Cash Payment	E 101-41940-220	Bldg.Repair and Mainten	Keys Cutting		\$5.98
Invoice	March 2025	4/14/2025			
Cash Payment	E 101-42200-217	Other Operating Supplie	Absorbant Clay & True Fuel		\$41.98
Invoice	March 2025	4/14/2025			
Cash Payment	E 101-45200-404	Repairs/Maint Machiner	Hitch Pin & Hook		\$19.97
Invoice	March 2025	4/14/2025			
Cash Payment	E 101-43100-228	Equip. Repair and Maint	Grounding Wire		\$4.69
Invoice	March 2025	4/14/2025			
Transaction Date	4/11/2025		MBT Bank Checking	10100	Total \$141.44
Refer	0	<u>HAWKINS, INC</u>			
Cash Payment	E 601-49400-216	Chemicals and Chem Pr	Chlorine Cylinders		\$10.00
Invoice	7013238	4/14/2025			
Transaction Date	4/11/2025		MBT Bank Checking	10100	Total \$10.00
Refer	0	<u>LOHRBACH, GRETCHEN</u>			
Cash Payment	E 101-45200-500	Capital Outlay	Reimbursement for Ebay purchase for Tires for Gator		\$764.23
Invoice					
Transaction Date	4/11/2025		MBT Bank Checking	10100	Total \$764.23
Refer	0	<u>CAPITAL ONE TRADE CREDIT</u>			
Cash Payment	E 101-43125-404	Repairs/Maint Machiner	Jack for Plow		\$49.73
Invoice	1662052504	4/14/2025			
Transaction Date	4/11/2025		MBT Bank Checking	10100	Total \$49.73
Refer	0	<u>COMET HEATING & AIR INC</u>			
Cash Payment	E 101-41940-220	Bldg.Repair and Mainten	Replaced bad thermostat in middle shop		\$225.00
Invoice	7361	4/14/2025			
Transaction Date	4/11/2025		MBT Bank Checking	10100	Total \$225.00
Refer	0	<u>MENARDS - ROCHESTER NORTH</u>			
Cash Payment	E 101-45200-404	Repairs/Maint Machiner	Battery		\$44.99
Invoice	63633 & 63632	4/14/2025			
Cash Payment	E 601-49400-200	Supplies	Split Ring Hanger		\$4.98
Invoice	64308	4/14/2025			
Transaction Date	4/11/2025		MBT Bank Checking	10100	Total \$49.97

Fund Summary

	10100 MBT Bank Checking	
101 GENERAL FUND		\$37,629.65
601 WATER FUND		\$1,241.34
602 SEWER FUND		\$565.03
603 RV PARK		\$713.33
604 STORM SEWER FUND		\$68.50
		<u>\$40,217.85</u>

Pre-Written Checks	\$6,977.09
Checks to be Generated by the Computer	\$33,240.76
Total	\$40,217.85

**UNAPPROVED MINUTES OF THE
DODGE COUNTY BOARD OF COMMISSIONERS REGULAR MEETING HELD
MARCH 11, 2025**

Chair

Convene County Board Meeting

The Dodge County Commissioners met in regular session March 11, 2025, in the Board Room at the Dodge County Government Services Building, Mantorville, MN, at 9:30 a.m. Chair Rhonda Toquam called the meeting to order at 9:30 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

It was noted that a cell phone reimbursement request for Joseph Flett is being added to the consent agenda as item 1.5.

Ms. Lubahn informed the Board that page 2 of the February 25, 2025 regular meeting minutes is being changed to reflect that Travis Martin's correct effective date with should be listed as 3/13/25.

Motion by Tjosaas seconded by Peterson to approve and adopt the agenda as amended.

Motion Adopted [Unanimous]

Consent Agenda

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

Motion Adopted [Unanimous]

- 1.1. Committee of the Whole - Committee Meeting - Feb 25, 2025 4:30 PM
- 1.2. Board of Commissioners - Regular Meeting - Feb 25, 2025 5:00 PM
- 1.3. Cell Phone Stipend - Nichole Farnsworth
- 1.4. Renovation ReUse - Holding Tank
- 1.5. Cell Phone Stipend – Joseph Flett

Matt Maas, Emergency Management Director

Dodge County EMPG Grant Agreement

Mr. Maas informed the Board that annually he applies for the Emergency Management Performance Grant to support Dodge County maintaining a full-time emergency management program.

Following COVID, the grant programs are quite a bit behind the normal schedule.

The Emergency Management Director recommended that the Board accept the 2023 grant and sign the proposed grant agreement.

Motion by Allen seconded by Peterson to approve and authorize the Chair and County Administrator to sign the 2023 Emergency Management Performance Grant Contract Agreement in the amount of \$20,487.00 as requested.

Motion Adopted [Unanimous]

Commissioner Peterson left the meeting at 9:38 a.m.

Kevin Venenga, Finance Director

Bills Reviewed

Mr. Venenga reviewed bills with the Board.

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

01 Revenue Fund	\$ 90,522.18
13 Road and Bridge Fund	\$ 56,307.06
16 Environmental Quality	\$ 90,112.31
41 Ditch Fund	<u>\$ 3,500.00</u>

Total \$ 240,441.55

Motion Adopted [Unanimous]

Commissioner Peterson returned to the meeting at 9:40 a.m.

**Nichole Farnsworth, Interim Employee Relations Director
Personnel Agenda Reviewed**

Ms. Farnsworth presented the Personnel Agenda for the Board’s consideration.

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

A. Highway Department

A.1 Jeremy Hellevik - Equipment Operator

No longer employed.

Effective Date: 3/14/25

A.2 Equipment Operator - 1.0 FTE

Authorization to post and fill vacancy.

Effective Date: 3/11/25

A.3 Seasonal Engineering Technician

Authorization to fill seasonal position.

Effective Date: 3/11/25

A.4 Abdoul Nikiema - Seasonal Engineering Technician

Authorization to hire at B21 step 11 \$20.62 to fill approved vacancy.

Effective Date: 5/19/25

A.5 Seasonal Highway Maintenance (2)

Authorization to post a fill two (2) seasonal Highway Maintenance positions.

Effective Date: 3/11/25

A.6 Request approval of recommended change in Band and Grade assignment. Band and Grade review completed by Tessia Melvin with DDA.

	<u>From</u>	<u>To</u>
County Engineer	E81	E83

B. Sheriff’s Office

B.1 Kristen Jones - 911 Dispatcher

Step increase from B23 step 6 \$30.44 to B23 step 7 \$31.34.

Effective Date: 3/20/25

C. Environmental Services

C.1 Elizabeth Harbaugh - Sewage Treatment Program Manager

Step increase from C41 step 6 \$33.47 to C41 step 5 \$34.48.

Effective Date: 3/15/25

Motion Adopted [Unanimous]

**Amy Evans, Public Health Director & Petra Kittleson, Intern
Public Hearing to Enact Low Potency Hemp Ordinance**

The Chair opened the low potency hemp ordinance public hearing at 9:45 a.m.

Ms. Evans reported that on July 1, 2022, low potency hemp edibles were legalized in Minnesota. On May 30, 2023, Minnesota became the 23rd state to legalize the use of cannabis products. Under this new legislation, retailers selling low potency edibles were required to register with the State of Minnesota by October 1, 2023. While developing the Dodge County Ordinance #24-01, which regulates the sales of cannabis, it was determined by the Dodge County Board of Commissioners to create a separate ordinance regulating the sales of low-potency hemp products.

Dodge County Public Health has written an ordinance regulating the sales of low-potency hemp products within Dodge County. The ordinance has been reviewed by the Public Health Law Center and the Dodge County Attorney. Recent information from the Minnesota Office of Cannabis Management (OCM) has indicated that licensing for this specific product will likely not occur until fall of 2025. Therefore, Public Health is recommending that the ordinance take effect when OCM initiates the licensing application process later in 2025.

In preparation for the public hearing on March 11, 2025, a notice of hearing was published in the Dodge County Independent 10 days prior to the public hearing.

Ms. Kittleson reviewed the following with the Board:

- Sections/Subdivision
- Authority
- Registration and Operations of Registered Retailers
- Prohibited Sales and Other Restrictions
- Minimum Buffers
- Advertisement
- Compliance Checks and Inspections
- Timeline

Motion by Peterson seconded by Tjosaas to close the public hearing at 9:51 a.m.

Motion Adopted [Unanimous]

Jim Elmquist, County Administrator & Duke Harbaugh, Facilities & Fleet Manager
MMUA Safety Contract

Mr. Harbaugh presented for the Board's consideration the Minnesota Municipal Utilities Association (MMUA) Services Agreement. This was discussed at a Board meeting in February where Mike Willetts visited with the Board and discussed the possibility of a safety contract with Dodge County. At the meeting the Board showed interest in contracting for a year with a review after that to determine the merits of such an agreement. Mr. Willetts has provided a contract and it is before the Board for their review and consideration. The cost of the first year is \$21,207.

Motion by Tjosaas seconded by Kenworthy to approve and authorize Board Chair to sign the

proposed Services Agreement with MMUA for safety contacting services at a cost of \$21,207 for 2025. The agreement will be effective April 1, 2025 through December 31, 2025. The agreement will renew automatically for a successive twelve-month period unless terminated by either party.

Motion Adopted [Unanimous]

Ryan DeCook, Land Records Director & Jim Elmquist, County Administrator
Potential Temporary Assessor Agreement with Fillmore County

Mr. DeCook met with the Board to discuss a potential Temporary Assessment Agreement with Fillmore County. The Land Records Director noted that this can be for discussion or action per the County Board's wishes. The County Attorney was not available to review the document at the time of this memorandum but is aware of the effort being made between the counties after a phone call with Administration and the Director of Land Records. This agreement is modeled after a contract Houston and Freeborn had for a similar arrangement. The Director of Land Records discussed the nuances of the contract.

It was reported that Fillmore County is currently without an Assessor and reached out to Dodge County Land Records a few weeks ago to discuss the possibility of temporary assistance with Dodge County as Dodge has a SAMA certified appraiser on staff, Matt Naatz. Ryan DeCook and Matt Naatz met with Fillmore staff on March 3, 2025 to discuss the possibility of an arrangement and to ask questions of each party as to expectations and arrangements. Dodge County would be reimbursed for 8 hours per pay period and there would be no adjustment to our employee's timesheet or benefits.

Mr. DeCook reported that this agreement would be for a maximum of 90 days unless both parties agree on extension, which would also need MN DOR approval.

Motion by Allen seconded by Tjosaas to approve and authorize the Chair and SAMA Certified Appraiser to sign the proposed Independent Contractor Liaison Agreement between Dodge County and Fillmore County as presented.

Motion Adopted [Unanimous]

Paul Kiltinen, County Attorney

Legal Update

Mr. Kiltinen provided the Board with a legal update.

Motion No Vote

Jim Elmquist, County Administrator

4th Quarter Financials, 2024

The County Administrator presented the fourth quarter financials for 2024 for the Board's review. Finance Director Kevin Venenga and Taxpayer Services Director Jean Allen

developed the information for the Board's review along with supporting comments.

Mr. Venenga was available to comment on the financials.

Mr. Elmquist shared the following information:

Expenditures-

Expenditures show an 18% increase in all accounts but there were unbudgeted expenses in 2023 to 2024 that were part of this budget. They reopened all contracts towards the end of the 2023 to increase COLAs, increased the Assistant County Attorney position to better compare with the state approved Public Defender's increases, moved several Deputies up two steps when lowest steps were removed as a market adjustment while also doing similar adjustments with dispatch at the time, and added a step for non-union staff as well.

Also unbudgeted and in these expenses are the bonded seminary project, 2.2 million for the HVAC system change, projects at the Fairgrounds site (Events Center of \$707,000 & Water/Sewer \$300,000+), and the land purchases on Highway 57 and the adjacent property to the Seminary. Also playing into this are when bills are paid within the Highway Department for various projects.

As a note: in 2024, Parks expended over \$600,000 on the Seminary project and as of the end of that year, received \$47,000. As for the Transfer Station building, expended over \$125,000, and received 0 so far. Both will be receiving their qualified reimbursements from the state bonding projects.

Revenue

Revenues also show a 16% increase in 2024 which would have included an equity return from MNPrairie of \$839,900, septic grant funding of \$365,481, and the Highway Engineer received considerable bonding money in 2024 for a bridge project in 2023 (London Bridge). The County Engineer also had more revenue than anticipated in permits and did state that he moved revenue from his general construction to municipal construction account for CR 3. Highway also sold a plow truck in 2024 for \$64,000. These were not projects or transactions planned for that would show up in a typical budget.

After a discussion and review of accounts with the Finance Director and the Taxpayer Services Director the determination is that the overall expenditures with the addition of fund balance capital projects listed above indicate a normal ratio in variance of expenditures to revenues.

Mr. Elmquist and Mr. Venenga were thanked for the information.

Motion No Vote

Administration Committee Report - Commissioner Rhonda Toquam

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

2025 Sports Championship Recognition

This is a resolution of recognition of the Dodge County Wildcats Girls Hockey Team first state championship in Minnesota Class A.

Commissioner Allen offered the following resolution (#2025-07), seconded by Commissioner Tjosaas:

WHEREAS; the Dodge County Board of Commissioners recognizes the hard work and dedication that it takes to be a successful team member of high school athletic teams; and

WHEREAS; the high schools located within Dodge County have a long history of producing high quality individuals in the area of athletics and academics; and

WHEREAS; this collection of student-athletes have represented the citizens of Dodge County with the highest of values and dedication.

THEREFORE BE IT RESOLVED; that the Dodge County Board of Commissioners recognize the achievements made by the following Dodge County athletes and teams:

2025 Minnesota State High School Girls Hockey Champions, Class A
Dodge County Wildcats

BE IT FURTHER RESOLVED; that Dodge County will forward this resolution to the respective School Boards for public recognition of these accomplishments.

Resolution Adopted [Unanimous]

Commissioners provided their agency reports. Commissioner Allen did not have any meetings to report. Commissioner Kenworthy attended a Legislative Conference, an Administration meeting, a meeting with Sheriff Rose, an EMS Work Group meeting and a Committee of the Whole meeting. Commissioner Peterson attended a NACo Legislative Conference, a teleconference with the Fairview Care Center Administrator, a Public Health FPHR Committee meeting and a State Advisory Council on Mental Health. Commissioner Tjosaas attended an AMC Legislative Conference and a Semcac meeting. Commissioner Toquam attended a meeting to discuss the Engineer position and a County Board meeting

Motion No Vote

There were no Other Deferred Business items to discuss.

Motion No Vote

Adjourn

Meeting Adjourned

The Chair adjourned the meeting at 10:23 a.m.

The next meeting of the Dodge County Board of Commissioners will be held on March 25, 2025 at 5:00 p.m.

Motion No Vote

**UNAPPROVED MINUTES OF THE
DODGE COUNTY BOARD OF COMMISSIONERS REGULAR MEETING HELD
MARCH 25, 2025**

Chair

Convene County Board Meeting

The Dodge County Commissioners met in regular session March 25, 2025, in the County Board Room at the Dodge County Government Services Building, Mantorville, MN, at 5:00 p.m. Chair Rhonda Toquam 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
Paul Kiltinen County Attorney

Establish Agenda

Agenda Approved

Motion by Kenworthy seconded by Tjosaas to approve and adopt the agenda as presented.

Motion Adopted [Unanimous]

Consent Agenda

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

Motion Adopted [Unanimous]

- 1.1. Committee of the Whole - Committee Meeting - Mar 11, 2025 9:10 AM
- 1.2. Board of Commissioners - Regular Meeting - Mar 11, 2025 9:30 AM

1.3. Midway Table and Chairs

Melissa DeVetter, Project Manager**Minnesota Department of Health Well Inventory Agreement**

Ms. DeVetter reported that included in the Board packet was a grant agreement with the Minnesota Department of Health (MDH) to update Dodge County's well inventory. As part of the work in response to the EPA's nitrate mandate, MDH is seeking to contract with each of the 8 counties in the region to complete a well inventory of unmapped wells to update the Minnesota Well Index. For Dodge County, this includes up to \$36,104.00 to compensate for staff time associated with this work. Invoices to MDH will be submitted along with status reports on a quarterly basis. This is a 2-year contract.

Motion by Peterson seconded by Allen to approve and authorize Melissa DeVetter to sign the proposed Minnesota Department of Health Well Inventory Agreement as the Grantee's Authorized Representative as recommended in order to complete a well inventory of unmapped wells in Dodge County and update the Minnesota Well Index.

Motion Adopted [Unanimous]

LCCMR 2026 Environment and Natural Resource Trust Fund

The Program Manager informed the Board that the Legislative-Citizen Commission on Minnesota Resources (LCCMR) is requesting proposals for the 2026 Environment and Natural Resource Trust Fund (ENRTF). Approximately \$103 million is available from the Trust Fund through this RFP for projects beginning July 1, 2026. There is no maximum grant request amount, however, grantees are required to provide a 25% non-ENRTF match.

Environmental Services staff is proposing to apply for this funding for the construction of Restoration Park's building/environmental classroom that was designed by the University of Minnesota's Center for Sustainable Building Research. The estimated cost of this building from the U of M's Final Report was \$500,000 (considering the use of new materials), which has been adjusted for inflation at an estimate of \$750,000. This building is proposing to utilize reclaimed materials where feasible in construction. The cost of the building may be lower depending on the availability of materials and where labor is sourced. Should this project be selected for funding, staff would need to present the proposal before the LCCMR.

Commissioner Allen offered the following resolution (#2025-08), seconded by Commissioner Tjosaas along with authorization for the Chair to sign the LCCMR 2026 ENRTF resolution and Letter of Introduction which are required to be submitted as part of the funding request:

WHEREAS, Dodge County seeks \$750,000.00 to construct a park building/environmental classroom for Restoration Park.

NOW, THEREFORE, BE IT RESOLVED, that Dodge County supports the above referenced project and authorizes the submittal of a proposal for funding of this project on behalf of Dodge County to the Legislative-Citizen Commission on Minnesota Resources (LCCMR) in response to the 2026 Environmental and Natural Resources Trust Fund (ENRTF) Request for Proposal;

and

BE IT FURTHER RESOLVED, that, if funding is awarded, Dodge County agrees to accept the award and may enter into an agreement with the State of Minnesota for the above referenced project. Dodge County will comply with all applicable laws, environmental requirements, and regulations and any additional conditions stated in the grant agreement and the approved LCCMR work plan; and

BE IT FURTHER RESOLVED, Dodge County understands that grants from the ENRTF are generally paid out on a reimbursement basis. Dodge County has the financial capability to pay for project expenses prior to seeking reimbursement; and

BE IT FURTHER RESOLVED, that Dodge County certifies none of the current principals of Dodge County have been convicted of a felony financial crime in the last ten years. For this purpose, a principal is defined as a public official, a board member, or staff that would have the authority to access or determine the use of ENRTF funds, if awarded; and

BE IT FURTHER RESOLVED, that Duke Harbaugh, Dodge County Facilities and Fleet Manager, is hereby authorized to execute such agreements and work plans as necessary and Melissa DeVetter, Project Manager, is authorized to implement the project on behalf of Dodge County.

BE IT FURTHER RESOLVED, that Dodge County has the financial capability to meet the match requirements and ensure adequate construction, operation, and maintenance of the project once completed.

Resolution Adopted [Unanimous]

Lauren Cornelius, Environmental Services Director

Northstar Recycling LLC Hauler's License Resolution

Ms. Cornelius reported that Dodge County Environmental Services has received a hauler application for Northstar Recycling LLC from Hugo, MN. They have 1 commercial business in Kasson which Environmental Services believes is Egan who has constructed a building on the south side of Hwy 14. The application has been reviewed and is complete.

Commissioner Kenworthy commented that it does seem very odd to him that the county would allow a hauler to haul for only one customer in the county.

Commissioner Tjosaas noted that there may be some special hauling issue that the county isn't aware of.

It was pointed out that all solid waste generated in Dodge County has to go to the Dodge County Transfer Station.

Commissioner Peterson wanted to know if there would be a penalty if the hauler didn't bring the garbage from this one business to the Dodge County Transfer Station for disposal.

Ms. Cornelius confirmed that there would be a fine if the garbage which was generated in the county was not brought to the county for disposal.

Commissioner Tjosaas wanted to know if the hauler knows about our rules.

The Environmental Services Director reported that the hauler received the paperwork and filled it out, and that this requirement is plainly listed in the paperwork that they received to become a hauler in Dodge County.

Commissioner Allen offered the following resolution (#2025-09), seconded by Commissioner Tjosaas:

WHEREAS, Northstar Recycling LLC from Hugo, MN has applied for a license to collect and transport waste in Dodge County; and

WHEREAS, the Dodge County Environmental Services Department has reviewed the hauler's application and supplemental information and finds that it meets requirements set forth in Dodge County Solid Waste General Ordinance No. 1.

THEREFORE, BE IT RESOLVED, that the Dodge County Board of Commissioners grants a license to collect and transport solid waste in Dodge County for a period from March 25th, 2025 to March 25th, 2026 to Northstar Recycling LLC; and

BE IT FURTHER RESOLVED that the enforceable conditions of the license is as follows:

- The licensee will comply with all provisions of Dodge County Ordinance and state law.
- The licensee will pay Transfer Station Tipping Fee and Waste-to-Energy Service Charge as determined by Dodge County.

Resolution Adopted [4 to 1]

Amy Evans, Public Health Director

Adoption and Enactment of Dodge County Ordinance #25-01

Ms. Evans presented for the Board's consideration a request to adopt and enact Ordinance #25-01 in accordance to MN Statute 342 which is An Ordinance Regulating the Retail Sale of Lower Potency Hemp Edibles Within Dodge County Minnesota.

Commissioner Kenworthy offered the following resolution (#2025-10), seconded by Commissioner Tjosaas and authorized the Chair and County Administrator to sign Ordinance No. 25-1 - An Ordinance Regulating the Retail Sale of Lower Potency Hemp Edibles Within Dodge County, Minnesota:

WHEREAS, the Dodge County Board of Commissioners adopted Ordinance #24-01 in

December 2024 to regulate cannabis businesses; and

WHEREAS, Dodge County Ordinance #24-01 does not include regulation of lower potency hemp businesses; and

WHEREAS, on February 27, 2025, a Notice of Public Hearing and intent to adopt Dodge County Ordinance #25-01 at the Dodge County Board Meeting was published in the official newspaper of the county; and

WHEREAS, on March 11, 2025, the Dodge County Board of Commissioners held a public hearing; and

NOW PURSUANT TO THE AUTHORITY VESTED BY MINNESOTA STATUTES SECTION 394.23, THE DODGE COUNTY BOARD OF COMMISSIONERS ORDAINS:

The Dodge County Ordinance #25-01, attached, is hereby adopted.

This ordinance shall be effective upon the Minnesota Office of Cannabis Management initiation of the lower potency hemp retailer applications process and after its publication as required by law.

Approved and adopted by the Dodge County Board of Commissioners this 25th, day of March in the year of 2025.

Resolution Adopted [Unanimous]

Paul Kiltinen, County Attorney

Legal Update

Mr. Kiltinen provided the Board with a legal update.

Motion No Vote

Public Health Committee Report - Commissioner David Kenworthy

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

Request to Approve Public Health Donations

This is a request to approve accepting baby quilts, sweaters, hats, scarf, and blanket from the Dodge Center Dorcas Society, Dodge Center, MN.

Commissioner Kenworthy offered the following resolution (#2025-11), seconded by Commissioner Tjosaas:

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 family home visiting 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	\$550.00
Baby quilts - 3	\$225.00
Crochet baby/todder sweaters- 7	\$245.00
Crochet hats (3) and scarf (1)	\$ 40.00
Crochet blanket - 1	\$ 40.00

Resolution Adopted [Unanimous]

Public Health Update

Commissioner Kenworthy provided the Board with a brief Public Health update which included the following:

- 1) Legislative Update: Cannabis funding may not be restored at full level of \$3 million, rather it is likely to be \$2.5 million. These funds are coming from funds being shifted versus adding funds back into the budget.
- 2) Steered Straight presentations at all schools and the community presentation went really well. They have heard lots of positive feedback.
- 3) Community Health Assessment/Community Health Improvement Plan will be finalized with Steele County in April.
- 4) Finishing annual reporting on 46 performance measures, financials and staffing that is due 3/31.
- 5) Many events in the community are happening over the next two months, including TZD events, Rural Health Forum, expos and resource fairs.
- 6) Update on staffing.
- 7) On Thursday, March 20th, Ms. Evans met with Senator Nelson on LPHA Day at the Capitol. She was very willing to sign on to a bill reinstating Cannabis funding for LPH.
- 8) New State Budget Impacts: Public Health was recently informed that the new 2023 funding for their Response Sustainability Grant (RSG) has been reduced in the new Governor’s Budget Proposal. This will impact their ability to do emergency preparedness as they expect to see reductions at the Federal level for Public Health Emergency Preparedness funds. LPHA has asked for \$21 million increase in their Foundational Public Health Responsibilities funding. They know this is likely not going to occur. However, in order to continue to address disparities in the governmental public health statewide system, more funding needs to be allocated to local public health

agencies who continue to lack capacity to meet the needs of residents.

Motion No Vote

Administration Committee Report - Commissioner Rhonda Toquam

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

2025 State Championship Recognition

This is a resolution of recognition of the individuals who have won state championships in competition.

Commissioner Kenworthy offered the following resolution (#2025-12), seconded by Commissioner Peterson:

WHEREAS; the Dodge County Board of Commissioners recognizes the hard work and dedication that it takes to be a successful team member of high school athletic and academic teams; and

WHEREAS; the high schools located within Dodge County have a long history of producing high quality individuals in the area of athletics and academics; and

WHEREAS; this collection of students have represented the citizens of Dodge County with the highest of values and dedication.

THEREFORE BE IT RESOLVED; that the Dodge County Board of Commissioners recognize the achievements made by the following Dodge County athletes and teams:

2025 Minnesota State High School Individual Wrestling Champion, 100 lbs., Triton
Adriana Kunz

2025 Business Professionals of America, Minnesota State Champions, Triton
Katya Wheeler
Ashley Romero
Anyely Dominquez-Marquez
Bryar Quimby
Alisson Velasco
Salma Fernandez
Corey Lilledahl
Camila Medina
Logan Skjeveland
Vika Kundel

BE IT FURTHER RESOLVED; that Dodge County will forward this resolution to the respective School Board for public recognition of this accomplishment.

Resolution Adopted [Unanimous]

Commissioners provided their agency reports. Commissioner Allen had a phone conversation with Jessica Klingfus at the SWCD, attended a Milton Township meeting and a Historical Society meeting. Commissioner Kenworthy attended a Wasioja Township meeting, a Concord Township meeting, a D&O Joint Powers Board meeting, a SECB Steering Committee meeting, a SEEMS meeting, a Workforce Development meeting, a Dodge Center City Council meeting, a Fairview Care Center meeting, a Public Health meeting and a Committee of the Whole meeting. Commissioner Peterson attended an AMC BH Workgroup Kickoff meeting, a SEMMCHRA meeting and a Fairview Board meeting. Commissioner Tjosaas attended a D&O Joint Powers Board meeting, a MNPrairie Personnel meeting, a MNPrairie meeting and a Fairview meeting. Commissioner Toquam attended a MNPrairie Joint Powers Board meeting, a SEMMCHRA meeting, an Elder Network Check Presentation, a Spero Joint Powers Board meeting and a Fairview meeting.

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 Peterson seconded by Kenworthy to approve the following personnel actions:

A. Land Records

A.1 McKenzie Finn - Deputy Recorder

No longer employed.

Effective Date: 3/31/25

A.2 Deputy Recorder - 1.0 FTE

Authorization to post and fill vacancy.

Effective Date: 3/25/25

B. Administration

B.1 Max Olive - Information Systems Specialist

Step increase from B31 step 7 \$26.78 to B31 step 6 \$27.63.

Effective Date: 4/17/25

C. Environmental Services

C.1 Seasonal Transfer Station Employees (2)

Authorization to post a fill two (2) seasonal Transfer Station positions (Office and Grounds).

Effective Date: 3/25/25

*Motion Adopted [Unanimous]***Kevin Venenga, Finance Director**

Bills Reviewed

Mr. Venenga reviewed bills with the Board.

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

01 Revenue Fund	\$ 125,092.19
13 Road and Bridge Fund	\$ 166,666.82
16 Environmental Quality Fund	\$ 7,177.13
41 Ditch Fund	<u>\$ 9,936.66</u>
Total	\$ 308,872.80

Motion Adopted [Unanimous]

Jim Elmquist, County Administrator

Closed Session: Per Minn. Stat. § 13D.03; 13D.05, Subd. 3 Attorney-Client Privilege

Mr. Elmquist informed the Board that this closed session item did not include any attached materials and will take place in Conference Room A.

Motion by Allen seconded by Peterson to close the meeting to the public at 5:44 p.m. per Minnesota Statute § 13D.03: 13D.05 Subd. 3 to discuss Attorney-Client privilege.

Motion Adopted [Unanimous]

Meeting Opened to the Public

Motion by Kenworthy seconded by Peterson to open the meeting to the public at 6:13 p.m.

Motion Adopted [Unanimous]

Adjourn

Meeting Adjourned

Motion by Tjosaas seconded by Peterson to adjourn the meeting at 6:13 p.m.

The next regular meeting of the Dodge County Board of Commissioners will be held on April 8, 2025 at 9:30 a.m.

Motion Adopted [Unanimous]



1. Call to Order

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

Present: Mayor Jeff Ingalls

Councilmembers:

Lynnette Nash
Lyle Hoaglund
Jim Potter
Kim Boyum

Absent: None

Others Present: City Clerk-Treasurer 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

4. Consent Agenda

Councilmember Nash brought up that in the 1.27.25 Council Minutes, it was stated that Councilmember Nash moved and Councilmember Ingalls seconded to approve the consent agenda for the 1.27.25 meeting. It should have read that Councilmember Nash moved and Councilmember Hoaglund seconded to approve the minutes of 1.27.25. City Clerk Lohrbach will make the changes.

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

- A. Regular City Council Meeting Minutes of January 27, 2025
- B. Accounts Payable (Warrant List) for 2.24.25
- C. County Commissioners Meeting Minutes 1.28.25
- D. Approval of Rental License Renewal for 715 7th Street West
- E. Resolution 2025-08 Accepting Donations to Mantorville Fire and Rescue, for AED Equipment from the MRA, Kasson Legion, and Berne Woodfired Pizza
- F. Resolution 2025-10 Accepting A Donation to City of Mantorville, for a Drinking Water Fountain at Mantor Field from the MRA

Motion carried: 5 ayes / 0 nays

5. Proclamations, Presentations and Recognitions

No Items

6. Public Concerns

No Items

7. Public Safety Update

No Items

8. Public Hearings

No Items

9. Old Business/New Business

Councilmember Potter moved and Councilmember Boyum seconded to approve Resolution 2025-09 Approving State of Minnesota Joint Powers Agreement with the City of Mantorville on Behalf of it's City Attorney, to approve the State of Minnesota Joint Powers Agreement between the BCA and the City of Mantorville on behalf of it's prosecuting attorney, and to approve the Court Data Services subscriber amendment to the CJDN Subscriber Agreement.

Motion Carried: 5 ayes / 0 nays

10. Tabled Items

No items were pulled from the table.

- A. Security cameras for City Hall, City Shop, and Fire Department.
- B. Discussion of land donation to the city.

11. Reports

A. Public Works Report

- 1) The Mantorville Restoration Association has donated a drinking fountain for Mantor Field to the City of Mantorville valued at \$6,000.00.
- 2) There is a meeting on March 5th at the County Administration Building, Conference Room B, in Mantorville regarding the Roundabout being put in North of Mantorville.
- 3) Hwy 57 between Mantorville and Kasson is going to be redone next year. There will always be one lane of traffic open.

B. City Clerk Report

- 1) Bank Rec for Year 2024 has balanced down to the penny.
- 2) City Clerk Lohrbach will continue to bring Cannabis information to Council as everything continues to unfold.
- 3) Council Training with the City Attorney will be March 10th at 5:00pm.

C. Consultant Report

No report

D. Committee Reports

- 1) Chamber
 - Is in the process of selecting a new President.
- 2) Economic Development Authority
 - Meets next Tuesday
- 3) Fire Department
- 4) Infrastructure
 - Needs to have a meeting. Will set a date.
- 5) Kasson Mantorville Joint Powers
 - Meets next month.
- 6) Mantorville Restoration Association
 - Donated a drinking fountain to Mantor Field.
- 7) Park Board
 - Meets March 25th.
- 8) Personnel
- 9) Fire Relief

10) Township

11) Decorations

- Met on February 21st.
- Still has \$1,800 of grant money left.
- Martha Vrieze is confident she can sell the benches, trash receptacles, and planters wanted for downtown. These will cost roughly \$42,000. The City does not have this amount budgeted so money must be raised before anything is ordered.

E. Councilmember Reports

- Councilmember Potter said that Pickleball continues to cause some issues and that he has received emails regarding this. He would like to put the approved project on hold until more research can be done. Council chose to gather more information, but not put project on hold.

Councilmember Hoaglund motioned and Councilmember Potter seconded.

Motion carried: 5 ayes / 0 nays

- Public Works Lead Adams will check with CMS on the building permits that must be pulled before the project begins.
- Councilmember Boyum said that a classic car cruise in Berne is being organized that will take place on the last Wednesday in June, July, and August. The Mantorville Saloon is having Bingo March 8th at 1:00pm. There is a Triton FFA steak feed on February 22nd from 4-8:00pm.
- Councilmember Nash spoke of emails received from residents regarding pickleball and how to handle these.

F. Mayor's Report

- Congratulations to the Wildcats on winning.
- There is someone interested in the Relay Lot in town for a structure. This can be discussed at the next meeting.

12. Executive session

No Items

13. Adjourn

Councilmember Nash moved and Councilmember Potter seconded to adjourn the meeting.

Motion Carried: 5 ayes / 0 nays

Meeting adjourned at 7:20pm.

Approved: April 14, 2025.

Gretchen Lohrbach
City Clerk-Treasurer

MANTORVILLE FIRE DEPARTMENT

April 2025 General Meeting

Call to Order:

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

Members in Attendance:

- JJ, Curt, Jeff, Dave, Roger, Paul, Don, Russ, Scott, Nate, Joey, Troy, Brett, Annabelle, Kyle, Duke, Orion, Logan, Annika, Angel,

Chief's Report:

- Mock Crash May 2nd at KM High School - 1230 stage at our hall
- March 21st Kids day at KM. Thank you to those who attended!
- Dodge County Fair events- pit duty all week or bartending and pit duty?
- New maintenance teams on the board, website, and will email them out.
- Lions Club hosting May dinner
- 2026 will have a 2 months road closure on County 16/ HWY 57 for a roundabout

Assistant Chief:

- Thanks for attendance on recent calls

Deputy Chief:

- ZVMA meeting April 8th 19:00 Brownsdale

Fire Marshall:

- 3 fires and 1 alarm

Training Officer:

- Fire in the small box from Riverland
- County-wide trainings hosted by other Dodge County FD's

Equipment:

- Bunker pants came in
- Needs to get through all the gear
- Hydrant line for tanker 2 came in - on the truck
- Need to test new hoses still in the box - 4 sections - need to order more
- Looking at replacing the tripod lights on Pumper 1
- Vendor recommends leaving the SCBA compressor off when not in use
- Need RFP's for radio replacements from the grants

Vehicles:

- Betsy- In our Shed.
- Pumper 1- Sensor light on dash for brakes, right light over wheel well out - to be replaced
- Pumper 2 -
- Chevy Pick Up -
- Tanker 1 - Crank on window repaired

- Tanker 2 -
- Grass Rig - Clutch needs adjustment, fuel tank line on pump repaired
- Rescue Truck -

First Responder's:

- SEEMS next week
- ICR's have been all over the place - notes on board
- Peds bag done - revamped - no Peds items in O2 bag, all in green bag
- General training next month
- Talked about FF training/rotations on Medical evenings
- Black bag is replacing MCI toolbox - has tags and tourniquets

Treasurer

- \$6681.74
- Motion by Joey, seconded by JJ Motion passed

New Business:

- April 19th, tour of hall for retired members

Old Business:

- None

Active Committees

- OSHA/Safety and Accountability: Don, Russ, Nate S, Kitzy
- Radios: Paul, Rog, Ryan
- SOG'S/Personnel: Duke, Dave, Annabelle, Paul, Logan, Troy
- Uniform's: Orion, Annabelle, Nate S., Ryan, Annika, Troy - work on Marigold shirts
- Explorer program: Nate B., Nate S., Duke
- Truck/Equipment- Russ, Curt, Paul, Nate B., Joey, Nate S.
- Grants- Rog, Duke, Nate S., Ryan, Annabelle

Points Report:

- Motion made by JJ: to approve the points report by
- 2nd by: Joey
- Motion approved.

Clerk/ Calendar

- Apr 8 1900 Mutual Aid meeting, Brownsdale
- Apr 9 1930 1st Responder Training
- Apr 16 1830 Fire training
- Apr 30 Region 15 meeting , Kasson
- May 7 1800 Officers Meeting
- 1900 Lunch - Lion's Club
- 1930 Members meeting

- May 14 1830 Training
- May 21 1800 Social at MFD hall

Meeting Adjourned at 19:51

City **Mantorville**
 Date **3/1/2025** thru **3/31/2025**

<u>Agency</u>	<u>Incident_Nr</u>	<u>Location</u>	<u>LocCity</u>	<u>Activity</u>
S	202500001528	1006 Chestnut St	Mantorville	Juvenile Complaint
K	202500000774	1006 Chestnut St	Mantorville	SRO School Contact
S	202500001390	102 9th St W	Mantorville	Carbon Monoxide Alarms
S	202500001412	22 6th St E	Mantorville	Violate/cond-release
S	202500001375	22 6th St E	Mantorville	Person In Crisis
S	202500001887	22 6th St E	Mantorville	Dar/revoked DI
S	202500002067	22 6th St E	Mantorville	Assist Other Agency
S	202500001901	22 6th St E	Mantorville	Drug Court Order
S	202500001952	22 6th St E	Mantorville	Violation/o.f.p.
S	202500001940	220 6th St W	Mantorville	Ambulance Run
S	202500002142	311 5th St W	Mantorville	Person In Crisis
K	202500000982	320 Main St N	Mantorville	Assist Other Agency
S	202500001926	320 Main St N	Mantorville	Suspicious Activity
S	202500001573	320 Main St N	Mantorville	Traffic
S	202500001566	308 Walnut St	Mantorville	9-1-1 Hang Up Call
S	202500001758	411 5th St W	Mantorville	Fraud
S	202500002047	531 Main St N	Mantorville	Civil
S	202500001992	531 Main St N	Mantorville	Domestic Assault/abus
S	202500002045	531 Main St N	Mantorville	No Contact Order, Domesti
S	202500001856	414 6th St W	Mantorville	Paper Service
S	202500001960	520 Walnut St	Mantorville	Suspicious Activity
S	202500002116	421 6th St W	Mantorville	Cell Call Open Line
S	202500001536	605 Clay St	Mantorville	Welfare Check
S	202500001556	605 Clay St	Mantorville	Person In Crisis
S	202500001851	611 East St	Mantorville	Residence/business Ck
S	202500001816	615 West St	Mantorville	Suspicious Activity
S	202500001628	713 Chestnut St	Mantorville	Ambulance Run
S	202500001971	901 Main St N	Mantorville	Ambulance Run
S	202500001529	907 Clay St	Mantorville	Mv/property Damage
Total		29		



Trail to the Past. Road to the Future.

PROCLAMATION HONORING ARBOR DAY 2025

WHEREAS, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE, I, Chuck Bradford, Mayor of the City of Mantorville, do hereby proclaim April 25, 2025 as

ARBOR DAY

in the city of Mantorville, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands.

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 14th day of April, 2025.

Mayor Jeff Ingalls

PUBLIC HEARING NOTICE

Notice is hereby given that the Mantorville City Council will hold a public hearing on Monday, April 14, 2025 starting at 6:30 p.m. or as soon as reasonably practical thereafter, in the City Council Chambers, located at 21 5th Street East, Mantorville, Minnesota, to consider an application for a variance for the property located at Dodge County PID 25.426.1990 (802 7th St. W) to allow replacement of an existing fence on the property with an 8-foot privacy fence. Specifically, the applicant seeks a variance to allow (i) the height of the fence to exceed the city's maximum height requirement; and (ii) for the fence to be a solid/privacy fence notwithstanding the city's requirement that fences in front yards have an "opening to materials ratio" of at least 10 to 1 (for example, 10 inches of opening is required between each 1 inch of material). Additional materials and information regarding the application can be requested or reviewed during business hours at City Hall, 21 5th Street East, Mantorville, MN. If you are unable to attend the meeting, written comments may also be submitted to the City Council prior to the public hearing via email (gretchen@mantorville.com) or dropped off or mailed to City Hall, 21 5th Street East, Mantorville, MN 55955. All written comments submitted prior to the public hearing will be presented to the City Council. Following the public hearing, the City Council will consider the application and make a decision regarding requested variance.

Gretchen Lohrbach
City Clerk Treasurer

CITY OF MANTORVILLE
APPLICATION FOR VARIANCE

Fee \$250

- (A) Applicant's Name Jonathan Buck Phone _____
- (B) Address 802 7th St. W. Email Address: _____
- (C) Owner's Name (if different from Applicant) _____ Phone _____
- (D) Owner's Address _____ Email Address: _____
- (E) Address of the Property 802 7th St. West
- (F) Tax Parcel ID Number(s) 25.426.1990
- (G) Legal Description of Property East 200 Ft. of Blk 30, Frank Mantor's Addition
- (H) Description of Request Remove existing 4 foot fence & replace w/ 8 ft. Privacy
- (I) Reason(s) for Request We didn't realize the amount of Traffic
that passes our property. We don't feel like we have any privacy fence
or our dogs & for safety reasons.
- (J) Present Zoning Classification of the Property R-1
- (K) Existing Use of the Property Residential
- (L) Section of the Zoning Ordinance in which a variance is sought: 150.028 (D)(E)
- (M) Explain how you wish to vary from the applicable provisions of the Zoning Ordinance: _____
Would like an 8 foot privacy fence, current
city height limit is 6 feet. Privacy fence openings
would be less than 10 inches to 1 inch of
material.

(N) A variance may only be granted by the City Council where the strict enforcement of the Zoning Ordinance will result in "practical difficulties." Under the new law, **practical difficulties means** (1) the property owner proposes to use the property in a reasonable manner permitted by the ordinance, (2) the owner's plight is due to circumstances unique to the property not created by the owner, and (3) the variance will not alter the locality's essential character. The Applicant is responsible for establishing the existence of practical difficulties regarding the particular property and that the request otherwise satisfies the requirements of the Zoning Ordinance. Whether or not "practical difficulties" exist is determined by the City Council considering all of the following factors. Please summarize the facts as to your property and alleged "practical difficulties" with regard to each of the factors, using additional paper and attachments, if necessary.

1. In your opinion, is the variance in harmony with the purposes and intent of the Zoning Ordinance?

Yes No Why or why not? Explain:

2. In your opinion, is the variance consistent with the comprehensive plan?

Yes No Why or why not? Explain:

3. In your opinion, are you proposing to use your property in a reasonable manner not permitted by the Zoning Ordinance?

Yes No Why or why not? Explain:

4. In your opinion, is your dilemma due to circumstances unique to your property which do not apply to other properties in the same zone or vicinity?

Yes No Why or why not? Explain:

Located on the corner of a busy intersection.

5. In your opinion, were the circumstances causing the practical difficulties created by someone or something other than you or the previous owners of the property?

Yes No Why or why not? Explain:

Property is on corner of a busy intersection.

6. In your opinion, will the granting of the variance maintain and not alter the essential character of the area or the neighborhood?

Yes No Why or why not? Explain:

There is already a fence in place so the footprint will be the same.

7. In your opinion, do the alleged practical difficulties involve more than just economic considerations?

Yes No Why or why not? Explain:

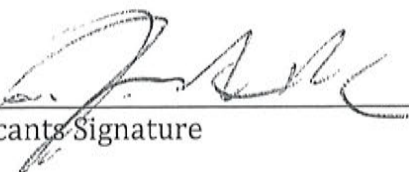
More privacy is needed for our dogs & us & safety reasons.

The City will not consider as a variance any use that is not permitted for the property in the district where the affected person's land is located.

No application for a variance shall be considered by the Council within a 1-year period following a denial of the request unless, in the opinion of the Council, new evidence or a change in circumstances warrant it.

The undersigned certifies that they are familiar with application fees and other associated costs, and also with the procedural requirements of the Mantorville Zoning Ordinance and other applicable City ordinances. Submittal of the application, required information and fee does not guarantee the issuance of a variance. Additional information may be needed or conditions may exist that would prevent the actual granting of a variance.

I hereby certify with my signature that all data on my application form, and any additional sheets, plans and specifications, are true and correct to the best of my knowledge.


Applicants Signature

3-11
Date

Applicants Signature

Date

Applicants Signature

Date

PROGRESSIVE PLAN DESIGN LLP

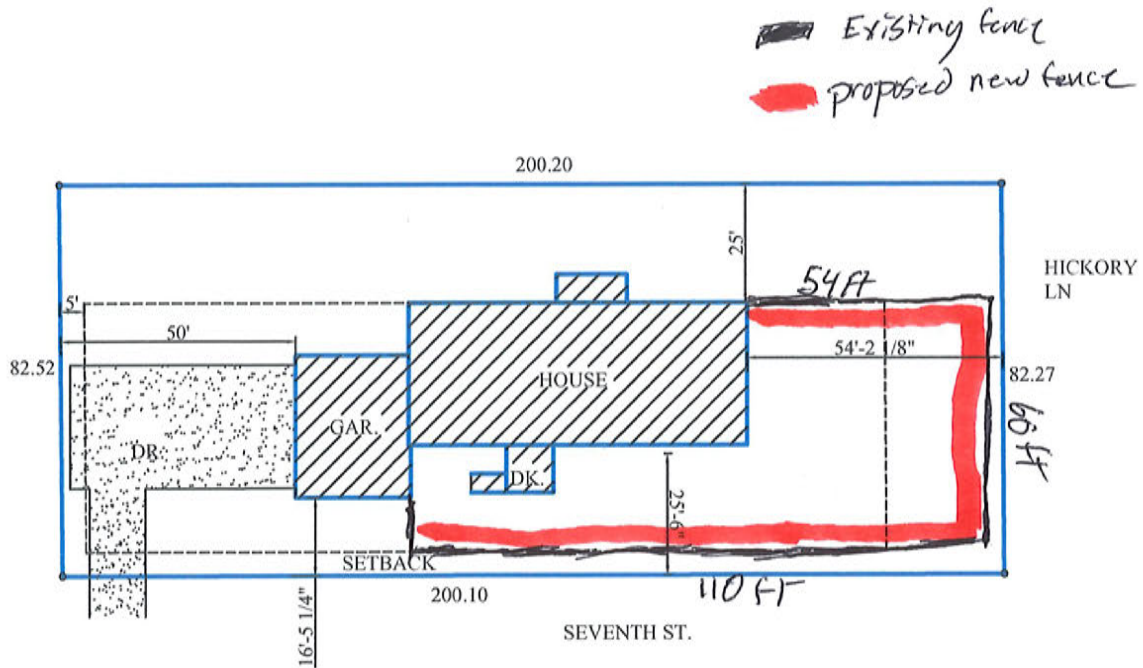
RESIDENTIAL ARCHITECTURE
714 County Rd 3 NW Byron MN 55920
(507)776-6677 progressiveplandesign@gmail.com

LOT, BLK.30
SUBDIVISION:FRANK MANTORS ADD
CITY:MANTORVILLE STATE: MN

CONTRACTOR:
CUSTOMER: BUCK



SCALE: 1" = 40'





7th Street

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Memorandum

To: Mayor and Council

From: Gretchen Lohrbach

Date: 4/14/2025

Re: Pickleball Contract between the City of Mantorville and Friends of Mantorville

Friends of Mantorville and The Mantorville City Council have been advised by the City Attorney to agree to, and sign, this contract before any work is begun on the Pickleball Courts at Slingerland Park.



DONATION AGREEMENT

1. PARTIES. This Donation Agreement (the "Agreement") is made and entered into this 14th day of April, 2025, by and between the City of Mantorville, a Minnesota municipal corporation, located at 21 5th Street E, Mantorville, MN, 55955 ("Donee"), and Friends of Mantorville Inc, a Minnesota nonprofit corporation located at 61596 252nd Ave, Mantorville, MN 55955 ("Donor") (each a "Party," collectively, the "Parties").

2. RECITALS AND PURPOSE.

- 2.1.** The Donee owns certain real property located at 209 5th St W, Mantorville, MN 55955, which is known as Slingerland Park (the "Park").
- 2.2.** The Donor desires to construct within the Park and donate to the Donee a new pickleball court and associated improvements (the "Court").
- 2.3.** The Donor intends to construct the Court pursuant to plans that will be reviewed and approved by the Donee (the "Plans").
- 2.4.** Accordingly, the Donor agrees to construct and donate the Court to the Donee in accordance with all terms and conditions contained in this Agreement.

In consideration of the mutual promises set forth in this Agreement, the Parties covenant and agree to the terms and conditions set forth herein.

3. CONSTRUCTION OF COURT; LIMITED LICENSE. Following review and approval of the Plans by the Donor, the Donor hereby agrees to construct the Court and all associated improvements within the Park, on or before _____, 2025, in accordance with said Plans and this Agreement. For that purpose, the Donee grants to the Donor, its agents and contractors a nonexclusive limited use license over and across those portions of the Park property reasonably necessary for said construction, solely for the purpose of constructing the Court and in exchange for the Donor's covenants and promises contained in this Agreement. The Donor is solely responsible for all costs and expenses associated with constructing the Court and adhering to all permits and approvals associated therewith, and the Donee shall in no way be responsible for any such costs and expenses. This Agreement shall not be construed to afford any other person or entity with any authority to use the Park or any other real or personal property owned by the Donee for any purpose that they would not otherwise be entitled to absent the Agreement. Notwithstanding this Agreement, the Donee retains all rights and access to the Park property that it is otherwise entitled to, including, but not limited to, the ability to access and maintain its park and all appurtenances and facilities located thereon. The Donor shall provide the Donee with a construction schedule and provide contact information to the Donee of a Donor representative that will communicate with the Donee at all reasonable times and as it relates to the Court construction.

4. INSURANCE. The Donor agrees to require and ensure that any entity or contractor performing the construction activities contemplated herein procures and maintains, throughout the duration of said work, commercial general liability insurance providing coverage for bodily

injury and personal property damage. Liability limits shall not be less than \$500,000 when the claim is one for death by wrongful act or omission or for any other claim and \$1,500,000 for any number of claims arising out of a single occurrence. All policies required herein must name the Donee as an additional insured and provide for 30 days' written notice to the Donee in the event of cancellation or modification of the policy. A copy of the insurance certificate must be provided to the Donee prior to any work being performed pursuant to this Agreement.

5. **TERMINATION.** This Agreement shall automatically terminate upon the Donor's completion of construction of the Court and written acceptance thereof by the Donee. Such written acceptance shall be provided by the Donee via resolution, in accordance with Minnesota Statutes, section 465.03, following the satisfactory construction of the Court in accordance with the Plans and this Agreement. The form of said resolution is attached hereto as Exhibit A. Following such written acceptance, the Court shall become the property of the Donee. Notwithstanding the foregoing, should either Party breach any material term of this Agreement, then the non-breaching Party may terminate this Agreement only after the other Party with 30 days' written notice of the breach and an opportunity to cure.
6. **RELATIONSHIP; THIRD PARTIES.** Notwithstanding any provision to the contrary in this Agreement, the Parties agree that their relationship with respect to the donation contemplated herein is one of donor and donee and licensor and licensee only, and no provision of this Agreement shall be construed to create any other type of status or relationship between the Parties. Neither Party nor its agents or employees are the representatives of the other Party for any purpose and neither Party has the power or authority as agent, employee or any other capacity to represent, act for, bind or otherwise create or assume any obligation on behalf of the other Party for any purpose whatsoever. Third parties shall have no recourse against the Parties under this Agreement.
7. **HOLD HARMLESS; INDEMNIFICATION.** Any and all claims that arise or may arise against the Donor, its officers, employees, agents or contractors while engaged in the construction of the Court and any other activity contemplated herein shall in no way be the obligation of the Donee. Furthermore, the Donor shall indemnify, hold harmless and defend the Donee, its officials, employees, contractors and agents from and against any and all liability, loss, costs, damages, expenses, claims, actions or judgments, including reasonable attorneys' fees which the Donee, its officers, employees, agents or contractors may hereinafter sustain, incur, or be required to pay arising out of any act or failure to act by the Donor, its officers, employees, agents or contractors or arising out of or by reason of this Agreement. Nothing in this Agreement shall be construed as a waiver by the Donee of any immunities, defenses, or other limitations on liability to which the Donee is entitled by law, including but not limited to the maximum monetary limits on liability established by Minnesota Statutes, chapter 466 or otherwise. This paragraph 7 shall survive any termination of this Agreement irrespective of the reason or method of such termination.

Notwithstanding any other provisions of this Agreement, neither Party shall be liable to the other for any breach of this Agreement or other frustration of performance of this Agreement

caused by unavoidable delays. Unavoidable delays shall mean delays, outside the control of the Party claiming its occurrence, which are the direct result of strikes, other labor troubles, unusually severe or prolonged bad weather, acts of God, fire or other casualty to the Project, litigation commenced by third parties which, by injunction or other similar judicial action or by the exercise of reasonable discretion directly results in delays, or acts of any federal, state or local governmental unit (other than the City) which directly result in delays.

- 8. LIENS AND ENCUMBRANCES.** The Donor agrees that it shall not and will not permit or suffer any liens or encumbrances to be placed against the Donee's property, nor shall it during the term of this Agreement engage in any activity that would cause or result in the placement of any liens or encumbrances against such property.
- 9. COMPLIANCE WITH LAWS.** The Donor agrees to abide by and conform to all laws, rules, and regulations, as it relates to the activities contemplated herein, including, but certainly not limited to, all permitting requirements of the Minnesota State Building Code. This Agreement is not a building permit and should not be interpreted as such.
- 10. ASSIGNMENT.** The provisions of this Agreement will be binding on the Parties' successors and assigns. Any assignment shall require the prior written consent of the other Party. Such consent may not be unreasonably withheld.
- 11. NOTICES.** Any notice required or permitted by this Agreement shall be in writing and shall be deemed to have been sufficiently given for all purposes if sent by First Class United States mail, postage and fees prepaid, addressed to the Party to whom such notice is intended to be given at the address set forth in paragraph 1 of this Agreement. Such notice shall be deemed to have been given when deposited in the U.S. Mail.
- 12. INCORPORATION.** All documents expressly referenced herein, including the City Approval and the Plans, are, by reference, incorporated into this Agreement as if fully set forth herein.
- 13. PARAGRAPH HEADINGS.** The headings of the paragraphs are set forth only for convenience and reference, and are not intended in any way to define, limit, or describe the scope or intent of this Agreement.
- 14. INTEGRATION AND AMENDMENT.** This Agreement represents the entire agreement between the Parties and there are no oral or collateral agreements or understandings. This Agreement may be amended only by an instrument in writing signed by the Parties.
- 15. WAIVER OF BREACH.** The waiver by any Party of a breach of any term or provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach by any Party.
- 16. GOVERNING LAW.** The construction and interpretation of this Agreement and any disputes

arising hereunder (whether for breach of contract, tortuous conduct or otherwise) shall be governed by and construed in accordance with the internal laws of the State of Minnesota without giving reference to its conflict of laws principles.

17. SEVERABILITY. If any provision of this Agreement is declared to be invalid, void or unenforceable by a court of competent jurisdiction, such provision shall be deemed to be severable, and all other provisions of this Agreement shall remain fully enforceable, and this Agreement shall be interpreted in all respects as if such provision were omitted.

18. AUTHORITY. The Parties represent that they each have full power and authority to execute this Agreement and to carry out the terms and conditions contemplated herein. Additionally, the Parties represent that the person or persons executing this Agreement are authorized to bind each respective Party to the terms and conditions of this Agreement.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the date and year written above.

DONOR

DONEE

FRIENDS OF MANTORVILLE INC.

CITY OF MANTORVILLE

By: _____

By: _____

Name: _____

Name: Jeff Ingalls

Title: _____

Title: Mayor

By: _____

Name: Gretchen Lohrbach

Title: City Clerk/Treasurer

Gretchen@mantorville.com

From: Gretchen@mantorville.com
Sent: Wednesday, March 26, 2025 11:46 AM
To: Lynnette Nash
Subject: FW: Dodge County Recreation

From: Gretchen@mantorville.com <Gretchen@mantorville.com>
Sent: Wednesday, March 26, 2025 11:46 AM
To: 'Laura Qualey' <laura.qualey@cedausa.com>
Subject: RE: Dodge County Recreation

Thank you!!!

From: Laura Qualey <laura.qualey@cedausa.com>
Sent: Wednesday, March 26, 2025 11:23 AM
To: Gretchen@mantorville.com; Lynnette Nash <lynnette@mantorville.com>
Cc: Todd Kieffer <todd.kieffer@cedausa.com>
Subject: Re: Dodge County Recreation

Yes,

Here is a link to the [Dodge County Comprehensive Study](#). Page 9 in the Executive Summary is where it is listed and also page 13 where it talks more about Recreation Opportunities and Tourism

Overview

Dodge County adopted its first comprehensive plan in 1970. The plan was updated in 1993 and again in 2001. The 2018 Comprehensive Plan is the third update and revision.

The goal of all this effort is to define policy and action to guide future development of the physical form of Dodge County and the social and economic development of the county.

A county-wide survey was completed and open input meetings were held in each community and each township. Through the input meetings and survey the following philosophies were identified.

- Encourage input and participation from the residents
- Maintain county's rural values and character
- Protect prime agricultural land
- Grow and sustain a diversity and housing options
- Provide increased opportunity for business growth and increased jobs
- Support improved access to quality broadband in the rural areas of the County
- Increase recreational opportunities
- Allow for growth without jeopardizing clean air and water
- Improve and maintain transportation infrastructure

The Comprehensive Plan describes projected trends that will affect land use and drive social and economic development in the county. The primary trends and events identified are:

- Increasing population
- Aging and increasingly diverse population
- Highway 14 expansion
- Continued consolidation of farming
- Growth and job opportunities associated with Rochester metropolitan area and Mayo Clinic
- Increasing demand for solar and wind energy
- Increasing demand for "homes on acreages" outside city limits
- Increasing demand for home-based occupations
- Climate change projected to increase severity of flash flooding and heat waves
- Increasing demand for recreational opportunities
- Increasing demand for commuter options to Rochester including mass transit
- Planned reclamation and development of Stussy Quarry

The following summarizes policy and action steps Dodge County will follow to manage growth in a manner that accounts for the core philosophies and anticipated trends.

Recreation Opportunities and Tourism

Policy

Continue policies and goals adopted in the 1993 Comprehensive Plan.

The 1993 Comprehensive Plan adopted a goal to provide recreational opportunities for county residents and for stimulating tourism. Approved policy called for developing agreements with public agencies for joint development of recreational facilities. The policy also called for coordinating planning activities to provide a hiking and biking trail system within the County.

IX

Ten-year Implementation Plan:

1. Dodge County EDA will facilitate discussion and action needed to implement the Master Plan for the Stagecoach State Trail.
2. Dodge County EDA will facilitate discussion with owners of Stussy Quarry, City of Kasson, City of Mantorville and Township of Mantorville regarding the restoration of the quarry and associated public recreation opportunity.
3. Dodge County will request the DNR to complete a Biological Survey to identify important natural communities that may serve as possible public Scientific and Natural Areas or Wildlife Management Areas.
4. Dodge County will seek to increase public access to Public Waters for recreational purposes in connection with the State Water Trail system.
5. Dodge County EDA will coordinate public education to inform citizens of available recreation areas and promote tourism.
6. Dodge County will promote and encourage the acquisition and management of public lands.
7. Dodge County will consider amending the zoning ordinance to encourage connectivity of open space in subdivision and public open space.
8. Consider organizing a formal "Parks and Recreation" function within the county with a dedicated budget, long range goals, and annual work plan.



Laura Qualey
Regional Manager
**Community and Economic
Development Associates**

m: 651-329-5116

e: laura.qualey@cedausa.com

w: www.cedausa.com

Serving [Cannon Falls, MN](#), [Mantorville](#) and [Dodge County](#)

On Wed, Mar 26, 2025 at 10:06 AM <Gretchen@mantorville.com> wrote:

Hi Laura!

Lynnette said that Dodge County had done a study and that the #1 request was for recreation areas? She was wanting me to get a copy of it if possible. Thank you Laura!

Gretchen Lohrbach City Clerk-Treasurer

City of Mantorville

21 5th Street East, PO Box 188

Mantorville, MN 55955

Gretchen@Mantorville.com

507-635-5116

Memorandum

To: Mayor and Council

From: Gretchen Lohrbach

Date: 4/14/2025

Re: Donation of Land to the City of Mantorville, 707 Stagecoach Road

This donation agreement must be signed before the City can accept the parcel of property. The City will also pay the back, and current, taxes on the parcel as well as all title fees, etc.



DONATION AGREEMENT

1. PARTIES. This Donation Agreement (“Donation Agreement”) is made this 14th day of April, 2025, by and between the City of Mantorville, a Minnesota municipal corporation (the “City”), and the Douglas Kracht Trust (the “Donor”).

2. SUBJECT PROPERTY. The Donor is the owner in fee simple of real estate located at 707 Stagecoach Road, in the City of Mantorville, Dodge County, Minnesota (PID No. 25.301.0040), legally described as:

Lot 4, Block 1, HICKORY ADDITION, according to the recorded plat thereof, Dodge County, Minnesota.

(the “Property”). The description of the Property above may be amended, if necessary, following completion of the City’s title search.

3. PERSONAL PROPERTY. The parties agree that no items of personal property are included in this donation. Any personal property that remains on the Property after the Closing (other than any personal property located on the Property pursuant to third-party easements) shall be deemed to have been abandoned and shall become the exclusive property of City.

4. CLOSING DATE. The Closing shall take place within 30 days after execution of this Donation Agreement, (the “Closing Date”), or such other date, as mutually agreed upon by the parties. The Closing shall be made through escrow with the title company handling the closing of this transaction, or at such other location as is mutually agreed upon by the parties.

5. DOCUMENTS TO BE DELIVERED AT CLOSING. The Donor agrees to deliver the following documents to the City at Closing:

- A. A duly recordable warranty deed conveying marketable fee simple title to the Property to the City (the “Warranty Deed”);
- B. Affidavit sufficient to remove from the City’s policy of title insurance any exceptions, if any, for mechanics’ and materialmen’s’ liens and rights of parties in possession;
- C. Affidavit confirming that Donor it is not a foreign person within the meaning of Section 1445 of the Internal Revenue Code;
- D. A completed Minnesota Well Disclosure Certificate, if applicable;
- E. Any available notices, certificates, and affidavits regarding any reasonably known private sewage systems, underground storage tanks, and environmental conditions as may be required by Minnesota statutes, rules, or City ordinances; and
- F. Customary affidavits, certificates and such other documents as requested by the title company handling the Closing to carry out this transaction.

6. REAL ESTATE TAXES AND SPECIAL ASSESSMENTS.

- A. Taxes due and payable the year of Closing shall be paid by the City as of the date of Closing. The City shall further be responsible for any taxes due and payable any year prior to Closing, including any deferrals or penalties. The City shall be responsible for payment of any taxes due and payable the year after Closing and subsequent years.
- B. The City shall be responsible for payment of any special assessments levied or pending on the Property in years prior to Closing, and for any special assessments levied or pending against the Property as of the date of Closing.

7. PROPERTY TITLE RECORDS. The Donor will provide the City any known and easily accessible title records in its possession for the Property. The City may obtain a commitment for title insurance (“Commitment”) or an owners and encumbrances report for the Property.

8. PROPERTY INVESTIGATIONS. The City, its employees and agents shall have the right, at their sole option and risk, to enter the Property for the purposes of surveying, inspecting, and evaluating the Property as may be necessary to determine the suitability of the Property for uses by the City. The City shall not perform any invasive sampling or testing of the Property. If the City investigates or tests the Property pursuant to this Section, City shall pay all costs and expenses of such investigations and testing and shall hold the Donor harmless from all damages and liabilities arising out of City’s activities. All such inspections/tests will be done at times and in manners mutually agreeable to the parties. The City agrees to provide to the Donor, prior to Closing, with any reports and/or assessments prepared by City or City’s consultants concerning the physical condition of the Property, if any.

9. COSTS AND RELATED ITEMS. The City shall be responsible for the following costs and related items: its own legal fees associated with this transaction; any costs of preparation of a title commitment or an owners’ and encumbrances report including any abstracting fees and fees for standard searches, if ordered by the City; all recording fees and charges relating to the transaction; title insurance premium, if any; and title company closing fee if any; any state deed tax and conservation fee with respect to the Warranty Deed. City shall pay at Closing: the state deed tax; all recording fees and charges relating to the transaction. Each party shall be responsible for its own attorneys’ and accounting fees.

10. DONOR’S WARRANTIES. The Donor has the legal capacity and is authorized to enter into this Donation Agreement. The Donor warrants that there has been no labor or material furnished to the Property for which payment has not been made. The Donor agrees not to place any liens or encumbrances on the Property after the date of execution of this Donation Agreement. The Donor warrants that there are no known tenants or third parties entitled to possession of all or any portion of the Property and there are no leases, oral or written affecting all or any portion of the Property. To the best of the Donor’s knowledge, there are no septic systems or wells on the Property. To the best of the Donor’s knowledge, the Property has not been used for the storage or production of methamphetamine. The Donor has not filed, voluntarily, or involuntarily for bankruptcy relief within the last year under the United States Bankruptcy Code or has any petition for bankruptcy or

receivership been filed against the Donor within the last year. These representations shall survive Closing for a period of six months.

The Donor makes no warranty or representations whatsoever, express or implied, regarding the condition, merchantability, habitability, tenantability, environmental condition, or the fitness for any particular purpose or use, of the Property conveyed hereunder. The City acknowledges that it is accepting the Property “AS IS, WHERE IS, AND WITH ALL FAULTS.”

11. BROKER COMMISSIONS. The City and the Donor represent and warrant to each other that there is no real estate agent or broker involved in this transaction with whom either has negotiated, or to whom either has agreed to pay any agent or broker commission or fees. Each party agrees to defend, indemnify, and hold harmless the other for any and all claims for any agent or brokerage commissions or fees in connection with negotiations for conveyance of the Property arising out of any alleged agreement or commitment or negotiation by the indemnifying party.

12. NO MERGER OF REPRESENTATIONS, WARRANTIES. The representations and warranties contained in this Donation Agreement will not be merged into any instrument or conveyance delivered at the Closing, and the parties shall be bound accordingly.

13. ENTIRE AGREEMENT; AMENDMENTS. This Donation Agreement constitutes the entire agreement between the parties and no other agreement prior to this Donation Agreement shall be effective except as expressly set forth or incorporated herein. Any amendment hereto shall not be effective unless in writing and executed by both parties or their respective successors or assigns.

14. BINDING EFFECT; ASSIGNMENT. This Donation Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns.

15. NOTICE. Any notice, demand, request or other communication which may or shall be given or served by the parties shall be deemed to have been given or served on the date the same is deposited in the United States Mail, registered or certified, postage prepaid and addressed as follows:

a. If to the City: City of Mantorville
21 5th Street East
P.O. Box 188
Mantorville, MN 55955
Attn: City Clerk/Treasurer

with a copy to: Kennedy & Graven, Chartered
150 South 5th Street, Suite 700
Minneapolis, MN 55402
Attn: Scott J. Riggs

b. If to Donor: Douglas Kracht Trust
1115 Frontier Road SE
Byron, MN 55920
Attn: _____, Trustee

or such other address as either party may give to another party in accordance with this Section.

16. COUNTERPARTS. This Donation Agreement may be executed in any number of counterparts, each of which will, for all purposes, be deemed to be an original, and all of which are identical.

17. SEVERABILITY. In case any one or more of the provisions contained in this Donation Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof, and this Donation Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

18. WAIVER. The waiver by any party of a breach of any provision of this Donation Agreement shall not be deemed a continuing waiver or a waiver of any subsequent breach whether of the same or another provision of this Donation Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Donation Agreement as of the date first written above.

**THE DONOR
Douglas Kracht Trust**

By: _____
_____, Trustee
(print)

CITY OF MANTORVILLE

By: _____
Jeffrey Ingalls, Mayor

By: _____
Gretchen Lohrbach, City Clerk-Treasurer

CITY OF MANTORVILLE

RESOLUTION NO. 2025-17

RESOLUTION APPROVING DONATION AGREEMENT

WHEREAS, the City of Mantorville (the “City”) is a municipal corporation organized under the laws of the State of Minnesota; and

WHEREAS, the City is authorized pursuant to Minnesota Statutes Sections 412.211 and 465.03 to acquire real property by donation; and

WHEREAS, the City proposes to enter into a Donation Agreement (the “Agreement”) with The Douglas Kracht Trust (the “Donor”), under which, among other things, the Donor will convey the property legally described as Lot 4, Block 1, Hickory Addition, Dodge County, Minnesota identified as Dodge County PID 25.301.0040 (the “Property”) to the City, subject to the terms and conditions contained in the Agreement; and

WHEREAS, the City finds and determines the acquisition of the Property pursuant to such terms and conditions is in the public interest.

NOW, THEREFORE, BE IT RESOLVED by the city council of the city of Mantorville as follows:

1. The acquisition of the Property by donation, as referenced and contemplated herein, including the Agreement in the general form presented on the date of this resolution, is approved. The Mayor, City Clerk-Treasurer, and City staff are hereby authorized and directed to execute the Agreement and all documents to facilitate the transaction referenced therein.
2. Additionally, the donation contemplated in the Agreement is hereby accepted pursuant to Minnesota Statutes Section 465.03.
3. The Mayor, City Clerk, City staff, and consultants are further authorized and directed to take any and all additional steps and actions deemed necessary or convenient in order to accomplish the intent of this resolution.

This resolution was adopted by the city council of the city of Mantorville on the 14th day of April, 2025 by a vote of _____ ayes and _____ nays.

Jeffrey Ingalls, Mayor

ATTEST:

Gretchen Lohrbach, City Clerk-Treasurer

Quote

585741

DATE 3-11-25

~~Statement~~

TO City of Mantorville

TERMS

IN ACCOUNT WITH

Bozum Tree Service LLC

603 74th Ave SE

Quatoma MN 55060

2 Large maples down
to stump at 111
7th st W

\$2,700.00

CURRENT

OVER 30 DAYS

OVER 60 DAYS

TOTAL AMOUNT

\$2,700.00

City Public Works

From: Olson Tree Services Inc. <olsontree@mail.singleops.com>
Sent: Wednesday, March 5, 2025 9:13 AM
To: citypw@kmtel.com
Subject: Proposal from Olson Tree Services, Inc.

Good Morning,

Thank you for reaching out to us again about your tree project; the proposal is attached. After reviewing, you can accept and sign the proposal online should you decide to move forward with us.

Once a signed copy is received, we will add you to our schedule.

The total for this Proposal is: \$7,014.00.

[View Proposal](#)

Please let us know if you have any questions; have a great day!

Best Regards,
Annette Olson
Olson Tree Services, Inc.
"Treating Your Trees Like our Own"

office: [507-754-4499](tel:507-754-4499)

This email was sent to citypw@kmtel.com; [Unsubscribe from this list](#)

Carr's Tree Service - Ottertail

(888) 470-3355



Waiting for confirmation

ESTIMATE #10953-E

Mar 10, 2025 Rev. 3



To:

Joe Adam's
(507) 635-5119
Joe@mantorville.com
21 5th st E, Mantorville, Minnesota, 55955

From:

Carr's Tree Service - Ottertail (Dustin Chomjak)
(888) 470-3355
carrsts@carrstreeservice.com
P.O. Box 250, Ottertail, Mn, 56571

PROPOSED WORK

PRICE

- 1. Tree Removal Haul All (Recommended)

Tree taken down in sizes needed to do safely. Brush & logs chipped or hauled from site. Stump cut as low as possible OR as described.



Subtotal: \$ 2,750.00

CONFIRM

S.L. CONTRACTING, INC.

We Dig for Our Business!



ROCHESTER, MN

S.L. Contracting, Inc.

DBA: Rochester Service
Company
2510 Schuster Lane NW
Rochester, MN 55901
507-281-5333

Estimate

Date

Estimate #

3/26/2025

2994

City of Mantorville
PO Box 188
Mantorville, MN 55955

Description	Qty	Rate	Total
2025 SPRING SWEEPING			
Spring Street Sweeping [HRS]	8	250.00	2,000.00
We hereby propose to furnish labor and material - complete with above specifications, for the sum listed above, with NET30 payment to be made as work is completed. Sweeping to be billed by the hour.		0.00	0.00
Sales Tax (6.875%)			\$0.00
Total			\$2,000.00

Notice to Proceed _____

Durst Outdoor Services

5135 Lehman Ln NW
Rochester, MN 55901 US
+15072084020
office@durstoutdoorservices.com



Estimate

ADDRESS

City Of Mantorville (C)
PO Box 188
Mantorville, MN 55955

ESTIMATE

DATE

3262

03/31/2025

DESCRIPTION	QTY	RATE	AMOUNT
2025 Sweeping of town	1	3,345.00	3,345.00
SUBTOTAL			3,345.00
TAX			0.00
TOTAL			\$3,345.00

Accepted By

Accepted Date

Gretchen@mantorville.com

From: Scott Huneke <SHuneke@Whks.com>
Sent: Friday, March 28, 2025 2:00 PM
To: Gretchen@mantorville.com
Subject: RE: [EXTERNAL] RE: Mantorville Additional Lights.

Gretchen, This came to my as “protected” I had to download the text separately. The text was as follows:

I spoke with Lyle on the city council yesterday, here is the revised estimate for the additional light on 57 that he and I had discussed. If this is something the city wants to mover forward with let me know and I will get a contract drafted and sent over. Thanks

Install (1) 14' Washington Fiberglass Poles with Outlets (Black), (1) “B” Acorn Lights (Black), (1) Ground Rods, 250' 6CU Black, 250' 6CU White, 250' 6CU Green, 250' 6CU Red, and 250' 1 ½ Conduit. Install cable and conduit by bore. Restoration not included.

Estimate # 14769171 under the Prepaid Rate: **\$14,596.89**

Thanks

Damon Erickson

Xcel Energy | Responsible By Nature
Project Coordinator, Outdoor Lighting
825 Rice Street, St Paul, MN 55117
P: 612.216.8359

E: Damon.G.Erickson@xcelenergy.com

&##_(XCEL Confidential - Encrypted)_\$\$@



Memorandum

To: Mayor and Council

From: Gretchen Lohrbach

Date: 4/14/2025

Re: Clerk's Report

- City Clerk Lohrbach will be absent the week of May 5th to attend the MCFOA Clerk's Institute Year 3 Training. The City again received a scholarship of \$300.00.
- Local Board of Appeal and Equalization Meeting (LBAE) is April 21st at 5:30pm in Council Chambers.
- The City's main computer has now been replaced, but staff continues to work on getting all files replaced/updated.
- Blue Cross Blue Shield Employee Paid Vision Insurance 2025 rates are lower than 2024 rates.
- In packet are two service quotes for text announcements to residents.
- Current budget updated through April 11 is in packet.

Blue Cross and Blue Shield of Minnesota

P.O. Box 64560
St. Paul, MN 55164-0560
(651) 662-8000 / (800) 382-2000



Gretchen Lorback
City of Mantorville
21 5TH ST E
MANTORVILLE, MN 55955-8086

Client Number: 306944
March 2025

This letter contains important renewal information about your Blue Cross Vision plan coverage.

Dear Gretchen,

This is your renewal notice for your Vision plan coverage through Blue Cross and Blue Shield of Minnesota (Blue Cross). Your Blue Cross **Vision** plan coverage renews effective July 1, 2025. Your Vision plan coverage is separate and independent from any Medical and/or Dental plan coverage you may have.

2025 Vision Plan Premium Rates

For 2025, there are no changes to your Vision plan benefits. The rates for your Vision plan are listed below.

<u>Employee</u>	<u>Employee + One Dependent</u>	<u>Employee + Two or more dependents</u>
\$5.85	\$10.97	\$16.91

Previous rates:

<u>Employee</u>	<u>Employee + One Dependent</u>	<u>Employee + Two or more dependents</u>
\$6.88	\$12.91	\$19.89

If you would like to keep your current Vision plan, you don't need to take any action. Your plan will renew automatically on July 1, 2025. Payment of premium constitutes acceptance of renewal.

Making Changes to Your Vision Plan Coverage

During renewal, you can change your Vision plan coverage and options, including adding new members or making group changes. If you would like to learn about other Blue Cross plan options available to you – including other Vision plans or Blue Cross Dental plans, or if you would like to make changes to your existing Vision plan, you can do one of the following:

- Visit bluecrossmn.com/visionplans to see more Vision plan choices
- Talk to your agent or Blue Cross Sales Representative

To ensure the timely processing of your Vision plan renewal when changing your coverage, please notify your authorized agent or small business consultant at least 30 days prior to the end of your current plan year on June 30, 2025. All plan changes are due no later than the 15th of the month prior to your renewal date. Please note, if you choose to cancel your Vision plan coverage, you must provide a signed, written request to cancel prior to the requested cancel date.

We value your business and appreciate your confidence and trust in Blue Cross. If you have any questions, please contact your agent or your Blue Cross Sales Representative. Thank you for the opportunity to serve you.

Sincerely,

The Blue Cross Small Group Sales Team

bluecrossmn.com

VISION PLAN MEMBERSHIP

Effective July 1, 2025

Re: Client # 306944

Group Number: 10858333

Current Product: Value Standard Plan Exam and Eyewear Option 1

Current Premium: \$20.64

Renewing Product: Value Standard Plan Exam and Eyewear Option 1

Estimated Renewal: \$17.55

Member	Dependent	Gender	Birth Date	Premium	Total
Gretchen E Lohrbach	<i>Employee</i>	F	1/22/1976	\$5.85	\$5.85
Wade B Schroeder	<i>Employee</i>	M	7/23/1976	\$5.85	\$5.85
Joseph J Adams	<i>Employee</i>	M	10/6/1973	\$5.85	\$5.85

2025 Blue Cross Vision
Value Standard Exam and Eyewear – Option 1



	In-network benefit	Out-of-network reimbursements
EYE EXAMS – One exam every 12 months		
Eye exam Includes dilation when recommended by eye care professional	100% after \$10 copay	\$40
PRESCRIPTION GLASSES – Benefit available for eyeglasses or contact lenses once every 12 months		
Lenses* Single vision, lined bifocal, trifocal, lenticular	100% after \$25 copay	Single vision: \$40 Bifocal/progressive: \$60 Trifocal: \$80 Lenticular: \$100
Frames	1 every 12 months	\$50
Davis Vision Exclusive Collection** - Fashion level - Designer level - Premier level	100%; no copay 100%; no copay 100%; \$25 copay	
Non-Davis Vision Exclusive Collection - Visionworks stores - Frames available from other participating retailers	No copay: plan pays up to \$180 plus 20% discount on remaining costs*** No copay: plan pays up to \$130 plus 20% discount on remaining costs***	
EYE GLASS ENHANCEMENTS		
- Tinting of plastic lenses	Member pays \$0	Not Covered
- Scratch-resistant coating	Standard: \$0 / Premium: \$30	
- Polycarbonate lenses - Dependent children, monocular patients and those with a prescription of +/-6.00 diopters or greater - Adults	Member pays \$0 Member pays \$30	
- Ultraviolet coating	Member pays \$12	
- Anti-reflective coating	Standard: \$35 / Premium: \$48 / Ultra: \$60 / Ultimate: \$85	
- Blue light filtering	Member pays \$15	
- Progressive lenses	Standard: \$50 / Premium: \$90 / Ultra: \$140 / Ultimate: \$175	
- High-index lenses	Member pays \$55 / \$120	
- Polarized lenses	Member pays \$75	
- Plastic photochromic lenses	Member pays \$65	
- Scratch protection plan	Single vision: \$20 / Multifocal vision: \$40	
CONTACT LENSES – Benefit available for eyeglasses or contact lenses once every 12 months		
Collection contact lenses† - Disposable - Planned replacement	up to 4 boxes up to 2 boxes	Not Applicable
- Evaluation, fitting and follow-up care	100% after \$25 copay	Not Applicable
Non-collection contact lens allowance††	Plan pays up to \$130 plus 15% discount on remaining costs***	\$105
- Evaluation, fitting and follow-up care for standard lenses	100% after \$25 copay	Not Covered
- Evaluation, fitting and follow-up care for specialty lenses	\$25 copay; after copay, plan pays up to \$60 plus 15% discount on remaining costs***	

*Your plan covers a wide variety of lenses. Be sure the lenses you choose are covered by your plan. You'll have to pay the full cost for lenses your plan doesn't cover. Your eyecare/eyewear provider can assist you with this, or you can contact customer service at the number on your vision member ID card.

**Davis Vision Exclusive Collection available at many participating independent provider offices. Collection is subject to change.

***Additional discount not available at Costco, Walmart, Sam's Club or at participating online retail providers.

†Available at many participating independent provider offices. Collection is subject to change. Boxes must be ordered as part of a single transaction.

††Available at participating retail providers.

This plan provides vision coverage only. Your vision plan's benefit booklet will contain more details on standard plan exclusions and frequency limitations. In the event of a discrepancy, the benefit booklet will supersede this summary.

Davis Vision is an independent company providing vision benefit management services and access to their network. Each provider in the network is an independent contractor and is not our agent. If you receive services from a nonparticipating provider, you will be responsible for the difference between what Blue Cross will reimburse and what the provider bills.



UPAHEAD PROPOSAL

Prepared for: Mantorville, Minnesota

April 8,
2025

Presented to
Mantorville, Minnesota

Presented by
Dakota Pierce

Help your government succeed—provide them with **innovative and effective solutions.**

UpAhead helps you communicate with your citizens—meeting them right where they are. SMS texting delivers information right to your citizens' pockets and gets them what they need to know in minutes or seconds.



PROPOSAL

UpAhead makes communication seamless by streamlining information and getting that information where it needs to be in seconds. The best part is UpAhead also gets information to the citizens through the medium that they want it.



www.upaheadgov.com

> Alerts

Send SMS text alerts to your citizens in only a few clicks. Use for emergencies, events, weather, etc.

> Groups

Citizens subscribe to groups for SMS alerts by topic, Use for elections, road closures, events, city hall and more.

> Geo-Targeting

Citizens receive text-message alerts based on location for utilities, emergencies and more.

PRICING

Package*	Fee	Time
<p>Included:</p> <ul style="list-style-type: none"> Local phone number 5 User Logins Unlimited Support (7am-5pm MST) Mass text-messaging Group text-messaging <ul style="list-style-type: none"> Emergencies, events, etc. Unlimited Auto-Responses <ul style="list-style-type: none"> Reporting issues, surveys, FAQs, etc. Marketing plan <ul style="list-style-type: none"> QR codes, fliers, etc. <p>Additional:</p> <ul style="list-style-type: none"> Map Selection Feature (+\$99/month) 	<p>\$400 \$249</p>	<p>Monthly</p>
<p>One-Time Setup</p>	<p>\$1999 \$1499</p>	<p>One-Time</p>

*Two or three year initial term required. Offer valid until April 30th, 2025.



Thank You

www.upaheadgov.com



City of Mantorville, MN

Citizen Notifications & Alerts

April 1, 2025

Prepared By:

Samantha Lockel

(631) 861-5815

Samantha.lockel@gogovapps.com

Prepared For:

Gretchen Lohrbach

City Clerk / Treasurer

gretchen@mantorville.com

Subscriptions & Services

Description	Amount
GONotify Citizen Notifications & Alerts (Notify) - Unlimited Subscription	\$3,600 /year
Voice & Text Sending of SMS & Voice Messages - 10,000 Credits Per Year	\$400 /year
Services: \$0 Annually: \$4,000	

Order Details

Primary Contact			
Contact Name:		Phone:	
Title:		Email:	

Billing Information			
Contact Name:		Phone:	
PO #: (Optional)		Email:	

Contract Term Information	
Initial Subscription Period:	12 months starting:

Terms & Conditions

The following terms are the latest version of the GOGov Master Terms & Conditions that is maintained and updated. No part of these terms may be modified other than the “Special Terms & Exceptions” section.

1. **Ownership & License:** GOGov, Inc. (dba “GOGov”) owns all intellectual property in the software products listed in the Subscription and Services section (collectively “Software” or “Subscription Services”) in the Order Form. Customer shall not modify, adapt, translate, rent, lease or otherwise attempt to discover the Software source code. The following terms and conditions (this “Agreement”) will be effective as of the date of last signature of the Order Form (“Effective Date”) and will be governed by the laws in force in the State of New York.
2. **Software License.** The Software subscription and the accompanying files, software updates, lists and documentation are licensed, not sold, to you. You may use the Software if you maintain your annual subscription.
3. **Continued Services**
 - 3.1 *Hosting.* GOGov agrees to maintain Customer data in a secure datacenter and is committed to providing 99.5% uptime and availability. GOGov will perform nightly backups of your hosted data to an alternate physical location.
 - 3.2 *Ownership of Data.* All hosted data specific to Customer is owned by the Customer. Within thirty (30) calendar days following termination of this Agreement, the Customer can request and GOGov will provide a complete copy of Customer’s data without additional charge through a downloadable zip file provided the customer is current on payments.
4. **Payment Terms & Fees**
 - 4.1 *Subscription Term and Termination.* The initial Subscription Term of this Agreement begins on Effective Date (last signature) and will continue to the end of the Initial Subscription Period listed in the Order Form. At the end of the initial Subscription Term, Customer’s subscription and this Agreement will renew for an additional twelve (12) month term and for subsequent twelve (12) month periods thereafter. Quotes for budgeting purposes will be sent 6 months prior to subscription renewal. Invoices are sent approximately 60 days prior to subscription renewal. To cancel this agreement, Customer should submit written notice to GOGov at Billing@GOGovApps.com not less than sixty (60) calendar days prior to the end of the then-current Term. GOGov reserves the right to increase the annual fees by 7% on the anniversary date of each annual term.
 - 4.2 *Payment Terms.* Initial payment is due at the beginning of the subscription term. Each subsequent annual billing will be due on the anniversary date of the initial term. Payment Terms are **NET 30** Days from the invoice date.
 - 4.3 *Taxes & Obligations.* Customer agrees to pay the amounts specified in the Order, which are non-cancelable and non-refundable, based on services purchased, not usage. Fees do not include any applicable taxes (e.g. sales, VAT, or withholding). For non-tax-exempt customers, Customer is responsible for paying all Taxes associated with its purchases hereunder and may be invoiced separately by GOGov.
 - 4.4 *Convenience Fees.* For GOGov products that manage credit card processing, GOGov will add a Convenience Fee of \$3.00 plus 3% per transaction to offset the costs of online processing.
 - 4.5 *Voice & SMS.* For customers using Voice and SMS services only. Customer must purchase a minimum of 10,000 credits per year to keep the Voice & SMS subscription active. Credits are non-refundable but will carry forward as long as the subscription remains active. Each SMS message uses 1-credit for each segment (160 characters) sent or received. Voice services use 1-credit per minute of outbound or inbound calls, except for calls to Alaska (907 area code) which cost 7-credits per minute (credit costs are subject to change). Upon cancellation of the Voice & SMS subscription any unused credits are forfeit and the leased Phone Number will be released and no longer available. Customer must abide by all federal and state laws and regulations for SMS & Voice calling usage including following a proper opt-in process (gogovapps.com/terms#sms).
5. **Limitation of Liability.** GOGov will, at all times during the Agreement, maintain appropriate insurance coverage. In no event will GOGov’s cumulative liability for any general, incidental, special, compensatory, or punitive damages whatsoever suffered by Customer or any other person or entity exceed 50% of the annual contract value at the point in time when the circumstances came about to such claim(s) of liability, even if GOGov or its agents have been advised of the possibility of such damages.

- 6. **Updating of Terms.** Upon each renewal of this Agreement, the latest Master Terms & Conditions that GOGov has published within the software ninety (90) days prior to the renewal date shall replace these terms. Any Special Terms & Exceptions listed in the original document shall carryover to the renewal terms. We reserve the right to change our Master Terms & Conditions at any time. If the changes are material, GOGov will advise the Customer by email or posting a notice on the site before changes go into effect. If the Customer does not agree to the new terms, Customer may contact Support@GOGovApps.com to have objections considered.
- 7. **Other Provisions**
 - 7.1 *Other Public Agency Orders.* Other public agencies may utilize the terms and conditions established by this Agreement if agreeable to all parties. Customer does not accept any responsibility or involvement in the purchase orders or contracts issues by other public agencies.
 - 7.2 *Alternate Terms Disclaimed.* The parties expressly disclaim any alternate terms and conditions accompanying drafts and/or purchase orders issued by Customer.
- 8. **Special Terms & Exceptions.** None.

This Order Form is entered into between Customer and GOGov. Customer accepts and agrees to adhere to the Terms and Conditions with this order form, will be referenced as the "Agreement." This Agreement between Customer and GOGov, which Customer hereby acknowledges and accepts, constitutes the entire agreement between GOGov and Customer governing the Services referenced above. Customer represents that its signatory below has the authority to bind Customer to the terms of this Agreement.

GOGov, Inc.

City of Mantorville, MN

Sign: _____
Name: Daryl Blowes

Title: CEO

Date: _____

Sign: _____
Name: _____

Title: _____

Date: _____

Additional Customer Signatures (Optional)

Sign: _____
Name: _____

Title: _____

Date: _____

Sign: _____
Name: _____

Title: _____

Date: _____

CITY OF MANTORVILLE
2025 Final Budget

14-Apr-25

WAGE DISTRIBUTION

2025 with Wage Distribution Showing Staff Changes at 0% increase

EMPLOYEE	DEPARTMENT	WAGE	Winter %	Summer %	Salary	Benefits
Seasonal Parks	Water		0.00%	0.00%	\$0.00	\$0.00
	Sewer		0.00%	0.00%	\$0.00	\$0.00
	Streets		0.00%	0.00%	\$0.00	\$0.00
	Parks	\$15,476.00	0.00%	100.00%	\$15,476.00	\$2,338.00
	Overtime	\$153.00				\$2,338.00
	Health	\$0.00				
	Dental	\$0.00				
Life	\$0.00					
SocS,Med, Pera	\$2,338.00					
		\$46,801.28				
Wade Schroeder	Water	\$58,158.00	16.00%	16.00%	\$9,640.96	\$3,506.08
	Sewer		21.00%	21.00%	\$12,653.76	\$4,601.73
	Streets		39.00%	39.00%	\$23,499.84	\$8,546.07
	Parks		24.00%	24.00%	\$14,461.44	\$5,259.12
	Overtime	\$2,098.00				\$21,913.00
	Health	\$10,604.00				
	Dental	\$494.00				
Life	\$638.00					
Pera, SocS,Med, HSA	\$10,177.00					
Deputy City Clerk	Water	\$39,520.00	30.00%	30.00%	\$12,027.00	\$5,779.80
	Sewer		30.00%	30.00%	\$12,027.00	\$5,779.80
	Clerk		30.00%	30.00%	\$12,027.00	\$5,779.80
	Campground		10.00%	10.00%	\$4,009.00	\$1,926.60
	Parks					\$19,266.00
	Overtime	\$570.00				
	Health	\$10,604.00				
Dental	\$494.00					
Life	\$638.00					
Pera, SocS, Med, HSA	\$7,530.00					
Gretchen Lohrbach	Clerk	\$70,851.00	80.00%	80.00%	\$56,680.80	\$19,059.20
	Water		10.00%	10.00%	\$7,085.10	\$2,382.40
	Sewer		10.00%	10.00%	\$7,085.10	\$2,382.40
	Overtime	\$0.00				
	Health	\$10,604.00				\$23,824.00
	Dental	\$494.00				
	Life	\$638.00				
Pera, SocS,Med, HSA	\$12,088.00					
Joe Adams	Water	\$65,539.00	16.00%	16.00%	\$11,242.56	\$3,888.00
	Sewer		21.00%	21.00%	\$14,755.86	\$5,103.00
	Streets		39.00%	39.00%	\$27,403.74	\$9,477.00
	Parks		24.00%	24.00%	\$16,863.84	\$5,832.00
	Overtime	\$4,727.00				\$24,300.00
	Health	\$10,604.00				
	Dental	\$494.00				
Life	\$638.00					
Pera, SocS,Med, HSA	\$12,564.00					
				Wage Total	\$256,939.00	Benefit Total
						\$91,641.00

Department Breakdown	Base Salary	Benefits
Water Utility 15.74%	\$40,757.22	\$15,655.39
Sewer Utility 18.24%	\$47,196.74	\$17,962.13
Public Works 19.60%	\$50,905.21	\$17,994.05
General Gov 27.34%	\$68,728.00	\$24,912.00
Campground 1.63%	\$4,009.00	\$1,926.60
Parks 17.45%	\$45,342.73	\$13,190.53
Total Salary	\$256,938.90	\$91,640.70
Overtime Portion of Total Salaries is	\$7,548.00	

COLA for 2025 is projected to be 2.63%

2025 Hourly Wage Increases By Percent					
2024 Hourly	4% Increase	3% increase	2% increase	1% increase	
\$33.19	\$34.52	\$34.19	\$33.85	\$33.52	
\$26.47	\$27.53	\$27.26	\$27.00	\$26.73	
\$16.99	\$17.67	\$17.50	\$17.33	\$17.16	
\$19.00	\$19.76	\$19.57	\$19.38	\$19.19	
\$29.83	\$31.02	\$30.72	\$30.43	\$30.13	
\$18.06	\$18.78	\$18.60	\$18.42	\$18.24	

COLA 2.63%
\$34.06
\$27.17
\$17.44
\$19.50
\$30.61
\$18.53

Notes: Council Approved 3.2% COLA & 3.0% Merit for 2024

Gretchen 2.63% COLA \$34.06 Hourly
 Joe 2.63% COLA + 3% Merit \$31.51 Hourly
 Wade 2.63% COLA + 3% Merit \$27.96 Hourly
 Brad 2.63% COLA + 3% Merit \$19.08 Hourly
 Council Approved 5.63% Joe, Wade, Brad & 2.63% Gretchen for 2025

Hourly rates	2024 Hourly	Yearly Hours	2023	2024 YTD
Gretchen Lohrbach	\$33.19	2080	50	96.75
Wade Schroeder	\$26.47	2080	30	52.5
Brian Hindal (Parks seasonal)	\$16.99	100	19.65	0
Deputy City Clerk	\$19.00	2080	0	8
Joe Adams	\$29.83	2080		
Brad Suhr (Seasonal Parks)	\$18.06	600		

**Salary; not eligible for overtime

General Budget	Salaries	Benefits
COLA of 2.63%	\$4,165.00	\$631.00
2.63% + 1%	\$5,749.00	\$871.00
2.63% + 2%	\$7,333.00	\$1,111.00
2.63% + 3%	\$8,916.00	\$1,351.00

BENEFITS

	2025	2024	2023	2022	2021	2020
PERA	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%
Medicare	1.45%	1.45%	1.45%	1.45%	1.45%	1.45%
Social Security	6.20%	6.20%	6.20%	6.20%	6.20%	6.20%
Health	\$42,420.48	\$41,460.48	\$40,175.04	\$43,877.76	\$41,328.00	\$39,424.00
Dental	\$1,975.20	\$1,975.20	\$2,004.48	\$1,571.52	\$2,023.20	\$2,023.20
Life + STD	\$2,421.36	\$2,421.36	\$2,600.00	\$2,600.00	\$2,600.00	\$2,800.00
Insurance Deductible						
Uniform/Boot Allowance	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Office Employee						
Clothing Allowance	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00

Health Insurance Increased by 2.30%

	2025/Person	2024/Person	2023/Person	2022/Person	2021/Person	2020/Person
	4	4	4	4	4	4
	\$10,065.12	\$10,365.12	\$10,043.76	\$10,969.44	\$10,332.00	\$10,332.00
	\$493.80	\$493.80	\$501.12	\$392.88	\$505.80	\$505.80
	\$605.34	\$605.34	\$650.00	\$650.00	\$650.00	\$650.00
		\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
		\$200.00	\$200.00	\$200.00	\$200.00	\$200.00

History of Health Premiums

Year	Single	Family
2020	\$713.00	\$1,540.50
2021	\$861.00	\$1,621.50
2022-Plan 2	\$891.56	\$1,787.15
2022-Plan 1	\$914.12	\$1,835.79
2023-Plan 2	\$836.98	\$1,804.73
2024-Plan 1	\$863.76	\$1,804.73
2025	\$883.62	\$1,905.32

History of Dental Premiums

Year	Single	Family
2020	\$42.15	\$117.90
2021	\$42.15	\$117.90
2022	\$32.74	\$108.48
2022	\$32.74	\$108.48
2023	\$38.42	\$139.08
2024	\$41.76	\$151.18
2025	\$41.76	\$151.18

Increase employer contribution for 2024 to health savings account from \$1,500 to \$1,600 based on:

City pays half of the single deductible to each employee's HSA

Deductible payment history:

Year	Deductible(Single)	City Pays
2020	Unknown	\$1,300.00
2021	\$2,600.00	\$1,300.00
2022	\$2,800.00	\$1,400.00
2023	\$3,000.00	\$1,500.00
2024	\$3,200.00	\$1,600.00
2025	\$3,300	\$1,650.00

2025 General Budget w/ 2023 YTD

		2022 Budget	2023 Budget	2024 Budget	2025 Budget
		Final	Final	Final	Final
LEVY BREAKDOWN					
Account		Final Levy Set 4%	Final Levy Set 8%	Levy Set 6.5%	Levy 7.5%
101-		\$551,235.36	\$595,334.19	\$634,031.91	\$684,584.00
31000	Property tax	530,034.00	\$551,235.36	\$595,334.19	\$634,031.91
	Property tax + 1%	535,334.34	\$556,717.71	\$601,287.53	\$640,372.22
	Property tax + 2%	540,634.68	\$562,260.07	\$607,240.87	\$646,712.55
	Property tax + 3%	545,935.02	\$567,772.42	\$613,194.22	\$653,052.86
	Property tax + 4%	551,235.36	\$573,284.77	\$619,147.56	\$659,393.18
	Property tax + 5%	556,535.70	\$578,797.13	\$625,100.90	\$665,733.51
	Property tax + 6%	561,836.04	\$584,309.48	\$631,054.24	\$672,073.83
	Property Tax + 6.5%			\$634,031.91	
	Property tax + 7%	567,136.38	\$589,821.84	\$637,007.58	\$678,414.14
					\$684,584.00
	Property tax + 8%	572,436.72	\$595,334.19	\$642,960.93	\$684,754.46
	Property tax + 9%	577,737.06	\$600,846.54	\$648,914.27	\$691,094.78
	Property tax + 10%	583,037.40	\$606,358.90	\$654,867.61	\$697,435.10
	Property tax + 11%	588,337.74	\$611,871.25	\$660,820.95	\$703,775.42
	Property tax + 12%	593,638.08	\$617,383.60	\$666,774.29	\$710,115.74
	Property tax + 13%	593,797.09	\$622,895.96	\$672,727.63	\$716,456.06
	Property tax + 14%	604,238.76	\$628,408.31	\$678,680.98	\$722,796.38
	Property tax + 15%	609,539.10	\$633,920.66	\$684,634.32	\$729,136.69
	Property Tax + 16%				\$735,477.02
	Property Tax + 17%				\$741,817.34
	Property Tax + 18%				\$748,157.65
	Property Tax + 19%				\$754,497.97
	Property Tax + 20%				\$760,838.29

2025 General Budget w/ 2024 YTD

		2023 Budget	2023 EOY	2024 EOY	2024 Budget	2025 Budget	2025 YTD	COMMENTS
101-	REVENUES	Final Levy 8.0%	End of Year	YTD	Final Levy 6.5%	Final Levy 7.5%		
31000	Property Tax	\$595,334.00	\$602,168.06	\$647,289.68	\$634,031.91	\$681,584.00	\$4,571.44	0% Levy Increase
32000	Permits & Licenses	\$3,000.00	\$2,500.00	\$1,860.00	\$550.00	\$2,100.00	\$2,245.00	Rental, Golf Cart, Garbage, vendors
32110	Liquor Licenses	\$8,200.00	\$8,200.00	\$8,200.00	\$8,200.00	\$8,200.00		Liquor License fees
32210	Building Permits	\$10,000.00	\$9,392.66	\$4,907.16	\$10,000.00	\$4,000.00	\$768.50	Building permit fees
32240	Animal Licenses	\$200.00	\$100.00	\$25.00	\$100.00	\$100.00	\$125.00	Dog tags
32241	Animal Impound Fee	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00		Animal impound fees
33000	Intergovernmental Revenues	\$0.00	\$1,660.95	\$1,710.78	\$0.00	\$1,800.00	\$1,779.21	Typically grant dollars (FD DNR grant) Snow Removal from State
33160	Other Grants	\$0.00	\$300.00	\$15,225.00	\$0.00	\$0.00	\$20,000.00	Other Grants & Health Grants, Compeer in 2024 for \$5,000, Taylor Family, \$20,000 in 2025
33170	FEMA Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
33400	State Grants & Aids	\$0.00	\$57,990.24	\$26,802.76	\$0.00	\$0.00		EAB 2023 & Public Safety Dec 2023
33401	Local Government Aid	\$316,811.00	\$316,811.00	\$367,465.00	\$376,877.00	\$375,181.00	\$32,448.18	LGA \$345,120 & Small Cities Assistance \$30,061
33402	Market Value Credit	\$0.00	\$173.37	\$428.37	\$0.00	\$0.00		Revenue offset of property tax
33422	Other State Aid Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
33423	PERA Aid	\$1,041.00	\$0.00	\$0.00	\$0.00	\$0.00		Offset to PERA; employee retire
33440	Fire Department Grant	\$0.00	\$8,800.00	\$4,599.00	\$0.00	\$40,000.00		Grant for 2025 radios
33610	County Highway Aid	\$3,500.00	\$5,666.95	\$6,395.93	\$5,836.96	\$6,580.00		Aid dollars to offset highway minc, assume 2025 increase 3%
34101	City Property Rent Revenue	\$10,800.00	\$13,104.00	\$12,097.00	\$12,100.00	\$12,096.00	\$4,032.00	Tower lease with AT&T
34103	Zoning and Subdivision Fees	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$500.00		public hearing/other zoning
34107	Assessment Search Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		Property assessment search requests - City does not charge as of 2022
34202	Fire Department Contracts	\$70,585.00	\$70,576.00	\$74,300.00	\$74,300.00	\$78,015.00	\$78,015.00	Based on new rates approved by FD and CC; annual township contracts 2023-2025
34203	Fire Dept. - Fire calls	\$250.00	\$2,000.01	\$3,975.00	\$1,500.00	\$3,000.00	\$2,000.00	Fees for fire calls & Pool Fills
34780	Park Fees	\$750.00	\$895.00	\$450.00	\$800.00	\$600.00	\$364.20	Shelter rental fees
35000	Fines and Forfeits	\$2,500.00	\$1,448.54	\$930.41	\$700.00	\$900.00	\$197.76	City share of DC issued tickets
36200	Miscellaneous Revenues	\$1,500.00	\$887.28	\$444.95	\$1,000.00	\$300.00	\$400,439.57	Copies, scrap metal, auction items revenue, city clothing. High 2025 because HWY 57 Bond Money reimbursing engineering costs - \$375,000, \$25,000 EDA CD
36201	Refunds and Reimbursements	\$8,000.00	\$5,734.28	\$30,274.50	\$6,500.00	\$6,500.00	\$181.62	Dividend checks LMC, LMCIT, Health Ins, IRS, Fire Dept Reimburse Was High In 2024 Because Of Large IRS Refunds

36210	Interest Earnings	\$3,000.00	\$23,601.89	\$31,845.23	\$36,000.00	\$35,320.00	\$2,088.69	Interest on investments, savings, checking that are Allocated to General Fund
36230	Contributions and Donations	\$0.00	\$28,587.45	\$10,200.00	\$200.00	\$200.00		WI Pub Srv Fdn Demeson \$10,000 in 2024
38050	Cable Franchise Fees	\$6,500.00	\$6,537.45	\$5,798.36	\$6,000.00	\$6,600.00	\$1,135.94	Cable franchise fees, KM-Tel, Mediacom
39200	Interfund Operating Transfer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
39201	Transfer from General Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
39202	Contribution-Enterprise Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
39203	Transfer from General Funds	\$0.00	\$0.42	\$0.00	\$0.00	\$0.00	\$400,394.57	See line 101-36200
39301	Capital Lease Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
	Total Revenues	\$1,042,221.00	\$1,168,135.55	\$1,255,224.13	\$1,175,695.87	\$1,263,576.00	\$950,786.68	

2025 General Budget w/ 2024 YTD									
		2023 Budget	2023 EOY	2024 YTD	2024 Budget	2025 Budget	2025 YTD	COMMENTS	
101-	EXPENDITURES	Final Levy 8.0%	EOY Spent	YTD Spent	Final levy 6.5%	Final Levy 7.5%			
41110	LEGISLATIVE (MAYOR/COUNCIL)								
101	Salaries	\$9,200.00	\$9,199.60	\$9,278.26	\$9,200.00	\$9,200.00	\$9,195.33	Mayor and Council salary	
120	Council Benefits	\$800.00	\$878.78	\$709.78	\$704.00	\$704.00	\$0.00	SS, Medicare	
151	Workers Comp Ins. Premium	\$105.00	\$114.50	\$85.03	\$119.00	\$115.00	\$85.03	Work Comp for Council Members	
208	Training, Mileage	\$500.00	\$958.80	\$350.00	\$1,000.00	\$1,000.00	\$369.98	LMC Councilmember Training (LMC), training from City Attorney	
352	Publishing	\$1,800.00	\$2,456.32	\$3,360.54	\$2,500.00	\$3,000.00	\$646.17	Legal Notices Published	
365	Other Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
430	Miscellaneous	\$0.00	\$322.37	\$226.20	\$100.00	\$100.00	\$204.63	Name Plates, etc.	
433	Dues and Memberships	\$1,700.00	\$1,811.00	\$960.00	\$2,100.00	\$2,400.00	\$1,991.00	Dues to LMC, SEMM, SESC, MCFOA, IIMC	
490	Donations to Civic Organizations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
	TOTAL	\$14,105.00	\$15,741.37	\$14,969.81	\$15,723.00	\$16,519.00	\$12,492.14		
41200	OPERATING TRANSFERS								
	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
	TOTAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		

*Items in red have gone over budget

2025 General Budget W/2024 YTD									
		2023 Budget	2023 EOY	2024 YTD	2024 Budget	2025 Budget	2025 YTD	COMMENTS	
101-	EXPENDITURES	Final Levy 8.0%	EOY Spent	YTD Spent	Final Levy 6.5%	Final Levy 7.5%			
41410	ELECTIONS								
	101 Salaries	\$0.00	\$0.00	\$3,148.75	\$4,500.00	\$0.00	\$0.00	\$0.00	Training, Election Day Support
	120 Benefits	\$0.00	\$0.00	\$174.93	\$682.00	\$0.00	\$0.00	\$0.00	Soc Sec, Medicare
	430 Miscellaneous	\$0.00	\$0.00	\$340.07	\$300.00	\$0.00	\$0.00	\$0.00	Food for Elections Staff
	TOTAL	\$0.00	\$0.00	\$3,663.75	\$5,482.00	\$0.00	\$0.00	\$0.00	
41500	Financial Administration								
	101 Salaries	\$78,716.14	\$79,619.25	\$64,100.92	\$68,592.87	\$68,728.00	\$17,440.42		
	120 Employee Benefits	\$34,831.60	\$22,323.40	\$21,262.20	\$24,778.55	\$24,912.56	\$4,976.47		SS, Medicare, Health, Dental, life, PERA etc., wellness pool
	151 Workers Comp Insurance	\$996.00	\$976.00	\$700.89	\$979.00	\$980.00	\$0.00		
	200 Supplies	\$1,500.00	\$1,936.57	\$1,077.45	\$1,200.00	\$1,200.00	\$184.96		City Hall related Supplies
	208 Training, Mileage	\$1,500.00	\$1,738.62	\$1,212.30	\$1,500.00	\$1,500.00	\$93.41		Training/Conference for Clerk & Deputy Clerk
	300 Professional Services	\$6,000.00	\$8,167.09	\$8,978.40	\$4,800.00	\$9,500.00	\$2,939.00		Banyon, Blue Host, On-Site Computers
	312 Animal Impound Fees	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
	315 Recording Fees	\$300.00	\$430.00	\$91.00	\$400.00	\$400.00	\$0.00		Paid to Dodge County Recorder
	322 Postage	\$4,200.00	\$5,315.84	\$2,467.09	\$5,500.00	\$2,700.00	\$258.60		Monthly UB mail, all other correspondence, supplies
	350 Printing/Binding	\$1,250.00	\$2,080.82	\$2,301.92	\$1,800.00	\$2,300.00	\$518.86		All printing + copier maintenance costs
	437 Other Miscellaneous	\$1,000.00	\$2,284.23	\$1,009.36	\$1,000.00	\$1,000.00	\$0.00		Misc Items plus \$500 for National Night Out
	444 COVID-19 Emergency	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
	445 Health & Wellness	\$0.00	\$0.00	\$0.00	\$530.00	\$0.00	\$0.00		
	570 Capital Outlay	\$6,000.00	\$1,554.00	\$0.00	\$6,800.00	\$1,600.00	\$61.52		Laserfiche Storage (OPG-3), copier, computers
	700 Funds Transfer	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00		
	Total Financial Administration	\$136,543.74	\$131,425.82	\$103,201.53	\$117,880.42	\$114,820.56	\$26,473.24		
41530	Accounting								

301	Accounting & Auditing Services	\$19,600.00	\$24,100.00	\$25,250.00	\$24,000.00	\$25,000.00	\$0.00	Yearly Audit Expense/Contract
	Total Accounting & Auditing Service	\$19,600.00	\$24,100.00	\$25,250.00	\$24,000.00	\$25,000.00	\$0.00	
4150	Assessing							
310	Assessing	\$6,360.00	\$6,972.44	\$7,431.33	\$6,950.00	\$7,400.00	\$6,948.89	Dodge County Contract & Taxes on Annexed Land - \$326.89, Pictometry \$370
	Total Assessing	\$6,360.00	\$6,972.44	\$7,431.33	\$6,950.00	\$7,400.00	\$6,948.89	
4160	Law/Legal Services							
304	Legal Fees	\$20,000.00	\$26,517.62	\$21,297.63	\$20,000.00	\$20,000.00	\$15,664.64	Includes \$750 Codification
	Total Law/Legal Services	\$20,000.00	\$26,517.62	\$21,297.63	\$20,000.00	\$20,000.00	\$15,664.64	

*Items in red have gone over budget.

2025 General Budget w/ 2024 YTD

101- EXPENDITURES		2023 Budget	2023 EOY	2024 YTD	2024 Budget	2025 Budget	2025 YTD	COMMENTS
41940	General Govt. Buildings/Plant	Final Levy 8.0%	EOY Spent	YTD Spent	Final Levy 6.5%	Final Levy 7.5%		
200	Supplies	\$1,100.00	\$1,251.12	\$799.09	\$800.00	\$1,000.00	\$88.82	Supplies related to Buildings (lights, furnace, water, flags, etc.)
220	Building Maintenance & Repairs	\$2,500.00	\$12,700.54	\$11,664.35	\$3,500.00	\$5,200.00	\$1,221.46	High for 2024 From Furnace/Air Replacement, 2025 Fix Drains in FD Bay (\$550 ea & 4 of them)
228	Equipment Repairs & Maintenance	\$500.00	\$2,976.35	\$1,430.59	\$2,000.00	\$2,000.00	\$243.50	Repairs to Computers, lights, etc
321	Communications	\$4,000.00	\$3,500.39	\$3,309.02	\$3,500.00	\$3,550.00	\$895.24	Telephone, Internet, Fax
362	Property Insurance	\$23,000.00	\$24,379.00	\$26,573.00	\$26,000.00	\$28,500.00	\$0.00	Insurance for all City Property
380	Utilities	\$13,000.00	\$16,252.98	\$5,199.66	\$11,000.00	\$13,000.00	\$5,494.21	Electric & Gas & Solar
384	Refuse, Garbage	\$2,000.00	\$1,875.62	\$2,255.22	\$2,120.00	\$2,000.00	\$635.05	City Hall dumpster (split with Fire)
417	Employee Uniforms	\$1,400.00	\$981.78	\$1,152.18	\$1,400.00	\$1,400.00	\$0.00	\$500/yr non office employees; \$2000/yr office employees
439	Janitors	\$1,560.00	\$1,625.00	\$1,105.00	\$1,680.00	\$1,800.00	\$65.00	Janitorial service @ \$65 twice monthly
	Total General Govt. Buildings/Plant	\$49,060.00	\$65,542.78	\$53,488.11	\$52,000.00	\$58,450.00	\$8,643.28	
41950	Engineering Professional Services							
303	Engineering Fees	\$7,000.00	\$12,416.00	\$31,050.20	\$8,500.00	\$10,000.00	\$1,080.00	High in 2024 because of lift station and bandshell projects - Compeer Grant \$5000 will reimburse bandshell
	Total Engineering Services	\$7,000.00	\$12,416.00	\$31,050.20	\$8,500.00	\$10,000.00	\$1,080.00	

*Items in red have gone over budget.

2025 General Budget w/ 2024 YTD

EXPENDITURES		2023 Budget	2023 EOY	2024 YTD	2024 Budget	2025 Budget	2025 YTD	COMMENTS
101-		Final Levy 8.0%	EOY Spent	YTD Spent	Final Levy 6.5%	Final Levy 7.5%		
42100	Police Protection Contract							
310	Other Professional Services	\$104,250.00	\$104,250.00	\$107,409.00	\$107,850.00	\$110,334.00	\$18,436.66	
	Total Police Protection Contract	\$104,250.00	\$104,250.00	\$107,409.00	\$107,850.00	\$110,334.00	\$18,436.66	
42200	Fire Protection							
101	Salaries	\$20,000.00	\$21,741.00	\$20,014.00	\$22,000.00	\$22,000.00	\$19,973.00	
120	Employee Benefits	\$1,650.00	\$2,960.18	\$1,531.10	\$1,684.00	\$1,684.00	\$1,537.17	Soc Sec, Medicare
124	Fire Pension Contribution	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	
130	Insurance	\$250.00	\$260.00	\$0.00	\$250.00	\$260.00	\$0.00	
151	Workman's Comp	\$7,313.00	\$7,172.91	\$5,143.29	\$7,185.00	\$7,185.00	\$0.00	
208	Training, Mileage	\$6,000.00	\$5,170.99	\$7,174.52	\$6,000.00	\$6,000.00	\$25.00	Additional Firefighters hired in 2023
212	Motor Fuels	\$2,500.00	\$3,732.79	\$1,663.71	\$3,000.00	\$3,000.00	\$391.26	
217	Operating Supplies	\$2,000.00	\$4,435.93	\$2,426.85	\$2,500.00	\$5,000.00	\$0.00	High in 2024 Because radios were purchased. Auditors will probably move to capital outlay
228	Equipment Repair/Maintenance	\$10,000.00	\$9,160.81	\$10,374.54	\$10,000.00	\$10,000.00	\$5,643.05	
240	Tools and Minor Equipment	\$20,000.00	\$17,560.12	\$18,673.20	\$20,000.00	\$20,000.00	\$1,596.22	Transfers to next year if not used.
311	First Responder Train/Equip	\$4,000.00	\$4,389.02	\$4,681.05	\$4,000.00	\$6,700.00	\$180.96	Need an AED approx \$2,300 Lynnette is looking into other funding sources
321	Communications	\$1,000.00	\$1,522.04	\$1,548.56	\$1,900.00	\$1,800.00	\$846.34	
380	Utilities	\$5,000.00	\$10,033.96	\$3,933.79	\$10,000.00	\$10,100.00	\$3,049.95	
381	Electric Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
384	Refuse, Garbage	\$510.00	\$559.46	\$778.90	\$720.00	\$800.00	\$177.70	
433	Dues and Memberships	\$2,000.00	\$3,858.75	\$2,552.50	\$2,000.00	\$2,000.00	\$425.00	Explorer Program
437	Other Miscellaneous	\$800.00	\$6,679.84	\$4,284.60	\$800.00	\$800.00	\$832.00	
442	Grant Award Related Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Grant Awarded to FD
570	Capital Outlay	\$25,000.00	\$4,134.00	\$12,013.60	\$15,000.00	\$55,000.00	\$1,166.95	Grant. Transfers to truck & equipment next year. if not used
	Turn Out Gear	\$12,500.00	\$0.00	\$0.00	\$12,500.00	\$12,500.00	\$0.00	Transfers to truck & equipment next year if not used
701	Transfer to FD Equip Fund							
	Transfer to Fire Truck Bond Fund	\$12,500.00	\$12,500.00	\$0.00	\$0.00	\$12,500.00	\$0.00	

2025 General Budget w/ 2024 YTD

101- EXPENDITURES		2023 Budget	2023 EOY	2024 YTD	2024 Budget	2025 Budget	2025 YTD	COMMENTS
Streets Department		Final Levy 8.0%	EOY Spent	YTD Spent	Final Levy 6.5%	Preliminary		
43100	101 Salaries	\$45,068.57	\$45,690.60	\$50,205.06	\$47,787.10	\$50,905.21	\$11,741.84	
	120 Employee Benefits	\$15,439.62	\$17,746.51	\$18,716.51	\$17,262.66	\$17,994.05	\$4,613.94	
	151 Workmans Comp	\$3,819.00	\$3,744.00	\$2,686.31	\$3,753.00	\$3,760.00	\$0.00	
	200 Supplies	\$1,500.00	\$1,413.92	\$124.76	\$1,500.00	\$1,500.00	\$162.29	
	208 Training/Mileage	\$500.00	\$133.66	\$0.00	\$400.00	\$400.00	\$0.00	
	212 Motor Fuels	\$4,000.00	\$4,831.11	\$1,246.61	\$5,500.00	\$5,500.00	\$197.10	
	224 Street Maintenance Materials	\$9,000.00	\$9,935.93	\$11,023.35	\$9,000.00	\$9,000.00	\$1,045.95	
	228 Equipment Repair and Maintenance	\$3,000.00	\$5,400.70	\$5,613.79	\$10,000.00	\$5,500.00	\$28.88	
	229 Safety/OSHA	\$1,200.00	\$1,519.92	\$1,454.51	\$1,200.00	\$1,600.00	\$777.25	
	230 Capital Lease Expense	\$18,331.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	240 Tools and Minor Equipment	\$1,000.00	\$8,365.59	\$442.26	\$1,000.00	\$1,000.00	\$254.98	
	303 Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	443 FEMA Related Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	570 Capital Outlay	\$19,950.00	\$44,730.03	\$101,836.87	\$60,000.00	\$116,750.00	\$386,779.57	Crack Sealing(25,000), Road Striping(10,050), 6th & Main to Blanch(60,700), Street Light 4th St & HWY 57(11,000), Brush Cutting Attachment(10,000) High 2025 because of HWY 57 Engineering(\$375,000 will be reimbursed by bond)
	603 Short Term Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	700 Transfer in from CIP	-\$18,331.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	Additional CIP Items							
	Total Streets Department	\$104,477.19	\$142,511.97	\$193,350.03	\$157,402.76	\$213,909.26	\$405,601.80	
	Ice and Snow Removal							
43125	212 Motor Fuels	\$2,000.00	\$6,050.60	\$1,409.02	\$3,500.00	\$3,500.00	\$93.47	
	404 Repair/Maintenance Machinery	\$3,000.00	\$3,758.71	\$2,329.89	\$3,000.00	\$3,800.00	\$559.08	Plow Truck, Grader Maint and Repair Costs
	406 Snow/Ice Removal	\$10,000.00	\$12,633.67	\$7,221.63	\$18,000.00	\$16,000.00	\$3,520.48	Costs for Snow Removal
	570 Capital outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	Total Ice and Snow Removal	\$15,000.00	\$22,442.98	\$10,960.54	\$24,500.00	\$23,300.00	\$4,173.03	
43160	Street Lighting							

381	Electric Utilities	\$35,000.00	\$25,330.70	\$33,288.82	\$70,000.00	\$27,000.00	\$5,228.51	Warsaw Solar for 2025 is distributed between funds
	Total Street Lighting	\$35,000.00	\$25,330.70	\$33,288.82	\$70,000.00	\$27,000.00	\$5,228.51	

***Items in red have gone over budget**

2025 General Budget w/ 2024 YTD									
101-	EXPENDITURES	2023 Budget	2023 EOY	2024 YTD	2024 Budget	2025 Budget	2025 YTD	COMMENTS	
46500	EDA	Final Levy 8.0%	EOY Spent	YTD Spent	Final Levy 6.5%	Final Levy 7.5%			
101	Salaries	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
120	Benefits	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
437	Other Miscellaneous	\$30,443.00	\$27,579.90	\$27,579.90	\$34,225.00	\$32,725.00	\$23,712.53	Cut \$2000 from 2025 Budget High because of \$17,561.83 to MRA for Bandshell - reimbursed by Rochester Sales Tax Dollars	
	2024 EDA Wish List for Budget included the following: Approx								
	\$500 City Branding								
	\$75 Cross-Community Chamber Membership								
	\$1000 Paper and On-Line Brochures								
	\$6000 City-Wide Event Support							Trolley, Celebrations, etc.	
	\$24,000 Contract with CEDA								
	\$650 Administrative Support								
	\$2000 Misc Items (800#, Legal, SHRPA Subscription, etc.)								
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Unused portion of prior year budget carry over (TBD)	
	Total EDA	\$31,093.00	\$27,579.90	\$27,579.90	\$34,225.00	\$32,725.00	\$23,712.53		

2025 General Budget w/ 2024 YTD

		2023 Budget	2023 EOY	2024 YTD	2024 Budget	2025 Budget	2025 YTD	COMMENTS
		Final Levy 8.0%	EOY Spent	YTD Spent	Final Levy 6.5%	Final Levy 7.5%		
311-	EXPENDITURES							
47000	GO Series Bond 2019A							
	601 Debt Srv Bond Principal	\$0.00	\$35,000.00	\$57,500.00	\$57,500.00	\$57,500.00	\$0.00	\$35,000 + \$22,500
	611 Bond Interest	\$0.00	\$16,030.00	\$23,175.00	\$23,175.00	\$21,450.00	\$11,156.25	\$13,575 + \$7,875
	620 Fiscal Agents Fees	\$0.00	\$495.00	\$495.00	\$495.00	\$495.00	\$0.00	Streets + 75% of Sewer Portion
	Total	\$0.00	\$51,525.00	\$81,170.00	\$81,170.00	\$79,445.00	\$11,156.25	
312-	EXPENDITURES							
47000	GO Eqpmnt & Util Note 2021A							
	530 Construction Costs	\$0.00	\$0.00	\$17,380.08	\$0.00	\$0.00	\$0.00	Final Payment Snow 2021 Street Improvements
	601 Debt Srv Bond Principal	\$0.00	\$13,000.00	\$13,000.00	\$13,000.00	\$13,000.00	\$0.00	
	611 Bond Interest	\$0.00	\$2,142.00	\$1,908.00	\$1,908.00	\$1,674.00	\$837.00	Plow Portion
	Total	\$0.00	\$15,142.00	\$32,288.08	\$14,908.00	\$14,674.00	\$837.00	
313-	EXPENDITURES							
47000	GO Series Bond 2022A							
	303 Engineering Fees	\$0.00	\$0.00	\$668.61	\$0.00	\$0.00	\$0.00	2022 Street Improvements
	611 Bond Interest	\$0.00	\$7,000.00	\$13,405.00	\$13,405.00	\$12,197.50	\$6,405.00	
	601 Debt Service Bond Principal	\$0.00	\$0.00	\$34,000.00	\$34,000.00	\$35,000.00	\$35,000.00	streets
	Total	\$0.00	\$7,000.00	\$48,073.61	\$47,405.00	\$47,197.50	\$41,405.00	
			\$73,667.00	\$161,531.69	\$143,483.00	\$141,316.50	\$53,398.25	

2025 General Budget				2024 Budget	2024 YTD	2025 Budget
401-	EXPENDITURES			Final Levy 6.5%		Final Levy 7.5%
41000	Capital Funds					
	570	General Capital Projects	\$114,500.00	\$0.00	\$	130,000.00
	701	Transfers to Other Funds	\$0.00	\$375,394.57		
		Total	\$114,500.00	\$375,394.57	\$	130,000.00

2024 YTD of HWY 57 Engineering
Expense reimbursed by bond

\$20,000 of this is transfer to Sewer PFA Bond fund

Street Lighting and other Capital Expenses for 2024 will come out after audit

2025 General Preliminary Budget Revenue/Expense					
	2024 Budget	2024 YTD	2025 Budget	2025 YTD	
TOTAL REVENUES	Final Levy 6.5%		Final Levy 7.5%		
	\$1,175,695.87	\$1,255,224.13	\$1,263,576.00	\$950,786.68	
TOTAL EXPENDITURES					
101.41110	\$15,723.00	\$14,969.81	\$16,519.00	\$12,492.14	
101.41410	\$5,482.00	\$3,663.75	\$0.00	\$0.00	
101.41500	\$117,880.42	\$103,201.53	\$114,820.56	\$26,473.24	
101.41530	\$24,000.00	\$25,250.00	\$25,000.00	\$0.00	
101.41550	\$6,950.00	\$7,431.33	\$7,400.00	\$6,948.89	
101.41600	\$20,000.00	\$21,297.63	\$20,000.00	\$15,664.64	
101.41940	\$52,000.00	\$53,488.11	\$58,450.00	\$8,643.28	
101.41950	\$8,500.00	\$31,050.20	\$10,000.00	\$1,080.00	
101.42100	\$107,850.00	\$107,409.00	\$110,334.00	\$18,436.66	
101.42200	\$123,539.00	\$100,794.21	\$181,329.00	\$39,844.60	
101.42400	\$10,000.00	\$8,936.05	\$7,500.00	\$1,333.46	
101.43100	\$157,402.76	\$193,350.03	\$213,909.26	\$405,601.80	
101.43125	\$24,500.00	\$10,960.54	\$23,300.00	\$4,173.03	
101.43160	\$70,000.00	\$33,288.82	\$27,000.00	\$5,228.51	
101.45200	\$136,254.63	\$160,915.86	\$139,103.89	\$21,437.67	
101.46500	\$34,225.00	\$27,579.90	\$32,725.00	\$23,712.53	
311.312.313	\$143,483.00	\$161,531.69	\$141,316.50	\$53,398.25	
401-41000	\$114,500.00	\$375,394.57	\$130,000.00	\$0.00	
TOTAL EXPENDITURES	\$1,172,289.81	\$1,440,513.03	\$1,258,707.21	\$644,468.70	
TOTAL REVENUE LESS TOTAL EXPENSES	\$3,406.06	-\$185,288.90	\$4,868.79	\$306,317.98	

		<u>General Budget</u>	<u>Salaries</u>	<u>Benefits</u>
		COLA of 2.63%	\$4,165.00	\$631.00
		2.63% + 1%	\$5,749.00	\$871.00
		2.63% + 2%	\$7,333.00	\$1,111.00
		2.63% + 3%	\$8,916.00	\$1,351.00
*** 2025 YTD amount is high because will be reimbursing the 2024 YTD (engineering and capital expenses)				