



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

---

**CITY COUNCIL MEETING**  
MUNICIPAL COUNCIL CHAMBERS  
21 5<sup>TH</sup> STREET E, MANTORVILLE, MN 55955  
MONDAY May 12th, 2025

**1. Call to Order**

**2. Pledge of Allegiance**

**3. Changes to Agenda**

**4. Consent Agenda \*\***

- A. Accounts Payable (Warrant List) for 5.12.25
- B. Council Meeting Minutes 4.14.25
- C. April 2025 Dodge County Sheriff's Report
- D. May 2025 Fire Department Meeting Minutes
- E. Park Board Meeting Minutes 3.25.25
- F. Franchise Termination Notice from KM Telecom

**5. Proclamations, Presentations and Recognitions**

No Items

**6. Public Concerns**

*Individuals may address the City Council about any item not included on the regular agenda. Speakers 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**

**8. Public Hearing**

**9. Old Business/New Business**

- A. Approval of Riverside Park Bandshell Policy \*\*
- B. Approval of Friends of Mantorville Contract for the Approved Pickleball Courts at Slingerland Park and Resolution \*\*
- C. Approval of Pickleball Courts at Slingerland Park excavation quote \$10,000 to Pyfferoen \*\*

**10. Tabled Items**

- A. Security Cameras for City Hall, City Shop, and Fire Department

**11. Reports**

- A. Public Works Report
- B. City Clerk Report

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

**12. Adjourn \*\***

<b><i>Upcoming Meetings and Events in Mantorville:</i></b>		
<i>May 12, 2025</i>	<i>6:30pm</i>	<i>Regular City Council Meeting</i>
<i>May 19, 2025</i>	<i>6:30pm</i>	<i>Regular City Council Meeting</i>
<i>May 26, 2025</i>	<i>Holiday</i>	<i>Memorial Day – Offices Closed</i>
<i>May 27, 2025</i>	<i>6:30pm</i>	<i>Park &amp; Recreation Board Meeting</i>
<b><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></b>		

\*\* Indicates Council Action Item

# MANTORVILLE, MN

05/09/25 1:47 PM

Page 1

## Payments

Current Period: May 2025

Payments Batch 051225PAY		\$23,650.35	
Refer	0 <u>KMTELECOM</u>	-	
Cash Payment	E 101-41940-321 Communications Phone/ CITY HALL MAIN 5170		\$160.83
Invoice	10263324 5/12/2025		
Cash Payment	E 101-41940-321 Communications Phone/ CITY HALL - 5176 - 2ND LINE		\$20.91
Invoice	10263324 5/12/2025		
Cash Payment	E 101-41940-321 Communications Phone/ CITY HALL FAX 5300		\$25.00
Invoice	10263324 5/12/2025		
Cash Payment	E 101-42200-321 Communications Phone/ FD 5440		\$25.90
Invoice	10263324 5/12/2025		
Cash Payment	E 101-41940-321 Communications Phone/ STREETS - SHOP 5119		\$90.89
Invoice	10263324 5/12/2025		
Cash Payment	E 601-49400-321 Communications Phone/ WATER TOWER ALARM 3588		\$46.45
Invoice	10263324 5/12/2025		
Cash Payment	E 602-49450-321 Communications Phone/ LIFT STATION ALARM 5066		\$36.45
Invoice	10263324 5/12/2025		
Cash Payment	E 602-49450-321 Communications Phone/ WWTP 5463 ALARM		\$36.45
Invoice	10263324 5/12/2025		
Cash Payment	E 101-41940-321 Communications Phone/ LONG DISTANCE/TAXES/FEES		\$5.85
Invoice	10263324 5/12/2025		
Transaction Date	5/8/2025	MBT Bank Checking 10100	<b>Total</b> \$448.73
Refer	0 <u>CASEYS BUSINESS MASTERCARD</u> Ck# 006575 5/12/2025		
Cash Payment	E 101-43125-212 Motor Fuels Fuel 03/18/25 - 04/17/25		\$148.17
Invoice			
Cash Payment	E 101-43100-212 Motor Fuels Fuel 03/18/25 - 04/17/25		\$193.92
Invoice			
Cash Payment	E 101-45200-212 Motor Fuels Fuel 03/18/25 - 04/17/25		\$63.40
Invoice			
Cash Payment	E 101-42200-212 Motor Fuels Fuel 03/18/25 - 04/17/25		\$131.12
Invoice			
Transaction Date	5/8/2025	MBT Bank Checking 10100	<b>Total</b> \$536.61
Refer	0 <u>SOUTHEAST SERVICE COOPERAT</u> Ck# 006574 5/12/2025		
Cash Payment	G 101-21706 Hospitalization/Medical Ins May Health 2025		\$2,650.86
Invoice			
Transaction Date	5/8/2025	MBT Bank Checking 10100	<b>Total</b> \$2,650.86
Refer	0 <u>ATE Recreation</u> Ck# 006570 5/12/2025		
Cash Payment	Deposit 146-4 Basketball Striping & Backboard		\$5,525.60
Invoice			
Transaction Date	5/8/2025	MBT Bank Checking 10100	<b>Total</b> \$5,525.60
Refer	0 <u>LRS OF MINNESOTA, LLC</u>	-	
Cash Payment	E 101-41940-384 Refuse/Garbage Dispos Garbage Service for May 2025		\$157.81
Invoice	UB596865 5/12/2025		
Cash Payment	E 101-42200-384 Refuse/Garbage Dispos Garbage Service for May 2025		\$43.58
Invoice	UB596865 5/12/2025		
Cash Payment	E 603-45183-384 Refuse/Garbage Dispos Garbage Service for May 2025		\$59.64
Invoice	UB596865 5/12/2025		
Transaction Date	5/8/2025	MBT Bank Checking 10100	<b>Total</b> \$261.03

MANTORVILLE, MN

05/09/25 1:47 PM

Page 2

Payments

Current Period: May 2025

Refer	0	AFLAC	-		
Cash Payment	G 101-21710	AFLAC	Premiums for May 2025		\$33.12
Invoice	925373	5/12/2025			
Transaction Date	5/8/2025	MBT Bank Checking	10100	<b>Total</b>	\$33.12
Refer	0	DODGE COUNTY INDEPENDENT	-		
Cash Payment	E 101-41110-352	Publishing	Arbor Day 2025 Notice		\$160.00
Invoice	19258	5/12/2025			
Transaction Date	5/8/2025	MBT Bank Checking	10100	<b>Total</b>	\$160.00
Refer	0	BADGER METER	-		
Cash Payment	E 601-49400-300	Professional Srvs (GEN	Service for April 2025		\$172.59
Invoice	80193567	5/12/2025			
Cash Payment	E 602-49450-300	Professional Srvs (GEN	Service for April 2025		\$258.89
Invoice	80193567	5/12/2025			
Transaction Date	5/8/2025	MBT Bank Checking	10100	<b>Total</b>	\$431.48
Refer	0	EXPRESS SERVICES INC	-		
Cash Payment	E 101-41500-101	Salaries	Y2657 - City Clerk Service 4/21/25 - 4/27/25		\$493.28
Invoice	32264612	5/12/2025			
Cash Payment	E 601-49400-101	Salaries	Y2657 - City Clerk Service 4/21/25 - 4/27/25		\$411.07
Invoice	32264612	5/12/2025			
Cash Payment	E 602-49450-101	Salaries	Y2657 - City Clerk Service 4/21/25 - 4/27/25		\$411.07
Invoice	32264612	5/12/2025			
Cash Payment	E 603-45183-101	Salaries	Y2657 - City Clerk Service 4/21/25 - 4/27/25		\$328.86
Invoice	32264612	5/12/2025			
Transaction Date	5/9/2025	MBT Bank Checking	10100	<b>Total</b>	\$1,644.28
Refer	0	EXPRESS SERVICES INC	-		
Cash Payment	E 101-41500-101	Salaries	Y2657 - City Clerk Service 4/28/25 - 5/4/25		\$507.94
Invoice	32296937	5/12/2025			
Cash Payment	E 601-49400-101	Salaries	Y2657 - City Clerk Service 4/28/25 - 5/4/25		\$423.28
Invoice	32296937	5/12/2025			
Cash Payment	E 602-49450-101	Salaries	Y2657 - City Clerk Service 4/28/25 - 5/4/25		\$423.28
Invoice	32296937	5/12/2025			
Cash Payment	E 603-45183-101	Salaries	Y2657 - City Clerk Service 4/28/25 - 5/4/25		\$338.62
Invoice	32296937	5/12/2025			
Transaction Date	5/9/2025	MBT Bank Checking	10100	<b>Total</b>	\$1,693.12
Refer	0	HILSMAN, RUSSELL	-		
Cash Payment	E 602-49450-570	Capital Outlay	Supples - Sentry Panel & Power Cord		\$540.00
Invoice					
Transaction Date	5/9/2025	MBT Bank Checking	10100	<b>Total</b>	\$540.00
Refer	0	REINDERS	-		
Cash Payment	E 101-45200-401	Repairs/Maint Buildings	Maintenance Supplies - Herbicide		\$491.12
Invoice	3198540-00	5/12/2025			
Transaction Date	5/9/2025	MBT Bank Checking	10100	<b>Total</b>	\$491.12
Refer	0	HAWKINS, INC	-		
Cash Payment	E 601-49400-216	Chemicals and Chem Pr	Chemical Supplies		\$4,718.64
Invoice	7048432	5/12/2025			
Transaction Date	5/9/2025	MBT Bank Checking	10100	<b>Total</b>	\$4,718.64

MANTORVILLE, MN

05/09/25 1:47 PM

Page 3

Payments

Current Period: May 2025

Refer	0	CALIBRATIONS AND CONTROLS, I	-				
Cash Payment	E 602-49450-300	Professional Svcs (GEN	Calibration Service on 4/3/25				\$403.00
Invoice	INV-21525	5/12/2025					
Transaction Date	5/9/2025		MBT Bank Checking	10100		<b>Total</b>	\$403.00
Refer	0	HARBAUGH, DUKE	-				
Cash Payment	E 101-42200-433	Dues and Memberships	Explorer program payment for remaining balance				\$65.00
Invoice							
Transaction Date	5/9/2025		MBT Bank Checking	10100		<b>Total</b>	\$65.00
Refer	0	FIRE SAFETY USA, INC	-				
Cash Payment	E 101-42200-240	Tools and Minor Equipm	Silvex Plus Class A Foam, 5-gal Pail				\$132.00
Invoice	200531	5/12/2025					
Transaction Date	5/9/2025		MBT Bank Checking	10100		<b>Total</b>	\$132.00
Refer	0	KRAMER, CURT	-				
Cash Payment	E 101-42200-228	Equip. Repair and Maint	Grass Rig Flywheel Resurfacing				\$104.58
Invoice	4699	5/12/2025					
Transaction Date	5/9/2025		MBT Bank Checking	10100		<b>Total</b>	\$104.58
Refer	0	NAPA	-				
Cash Payment	E 101-42200-228	Equip. Repair and Maint	Clutch Kit for Glass Rig				\$125.01
Invoice	947274	5/12/2025					
Transaction Date	5/9/2025		MBT Bank Checking	10100		<b>Total</b>	\$125.01
Refer	0	FIRE SAFETY USA, INC	-				
Cash Payment	E 101-42200-217	Other Operating Supplie	Quad Gas Cylinder (4 gas mix)				\$74.99
Invoice	199885	5/12/2025					
Transaction Date	5/9/2025		MBT Bank Checking	10100		<b>Total</b>	\$74.99
Refer	0	NAPA	-				
Cash Payment	E 101-42200-228	Equip. Repair and Maint	Grass Rig - shop supplies: brake parts cleaner & syn ceramic brake				\$50.28
Invoice	500166						
Transaction Date	5/9/2025		MBT Bank Checking	10100		<b>Total</b>	\$50.28
Refer	0	FIRE SAFETY USA, INC	-				
Cash Payment	E 101-42200-217	Other Operating Supplie	Hexarmor ext/rescue gloves, x-small & small				\$144.85
Invoice	200650	5/12/2025					
Transaction Date	5/9/2025		MBT Bank Checking	10100		<b>Total</b>	\$144.85
Refer	0	SE MN EMS	-				
Cash Payment	E 101-42200-433	Dues and Memberships	Consortium Membership (7/1/25 - 6/30/26)				\$1,500.00
Invoice	13502	5/12/2025					
Transaction Date	5/9/2025		MBT Bank Checking	10100		<b>Total</b>	\$1,500.00
Refer	0	MINNESOTA STATE COMMUNITY	-				
Cash Payment	E 101-42200-208	Training, Mileage	Moorhead Fire School for Troy				\$160.00
Invoice	40144	5/12/2025					
Transaction Date	5/9/2025		MBT Bank Checking	10100		<b>Total</b>	\$160.00
Refer	0	STAFFORD, TROY	-				
Cash Payment	E 101-42200-208	Training, Mileage	Region 15 meals for members				\$75.00
Invoice							
Transaction Date	5/9/2025		MBT Bank Checking	10100		<b>Total</b>	\$75.00

MANTORVILLE, MN

05/09/25 1:47 PM

Page 4

Payments

Current Period: May 2025

Refer	0	VERIZON WIRELESS	-		
Cash Payment	E 101-42200-321	Communications Phone/	Data Mar 24 - Apr 23		\$124.66
Invoice	6111817664	5/12/2025			
Transaction Date	5/9/2025	MBT Bank Checking	10100	<b>Total</b>	<b>\$124.66</b>
Refer	0	LUSHINSKY, PAUL	-		
Cash Payment	E 101-42200-208	Training, Mileage	FDIC Registration, Mileage, Parking, Rescue Sling, O2 Bag		\$1,556.39
Invoice					
Transaction Date	5/9/2025	MBT Bank Checking	10100	<b>Total</b>	<b>\$1,556.39</b>

Fund Summary

	10100	MBT Bank Checking	
			\$5,525.60
101 GENERAL FUND			\$9,516.46
601 WATER FUND			\$5,772.03
602 SEWER FUND			\$2,109.14
603 RV PARK			\$727.12
			<u>\$23,650.35</u>

Pre-Written Checks	\$8,713.07
Checks to be Generated by the Computer	\$14,937.28
Total	<u>\$23,650.35</u>

**City of Mantorville  
Regular City Council Minutes  
April 14, 2025**



**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  
Kim Boyum

Absent: Jim Potter

Others Present: City Clerk-Treasurer Gretchen Lohrbach  
Public Works Lead Joe Adams  
Public Works Wade Schroeder  
City Engineer Scott Huneke – WHKS  
Fire Chief Annabelle Hardwick & Duke Harbaugh – Mantorville  
Fire Department

**2. Pledge of Allegiance**

Everyone stood and recited the Pledge of Allegiance.

**3. Changes to the Agenda**

City Auditor's – Smith Schafer Engagement Letter – added during Clerk's Report.  
Public Hearing accidentally on agenda during the presentation portion, Council decided to leave it where it is.

Council approved the changes to the agenda.

**4. Consent Agenda**

- 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 25<sup>th</sup> as Arbor Day in the City of Mantorville

Councilmember Nash motioned and Councilmember Hoaglund seconded to approve the Consent Agenda as presented.

Motion carried: 4 ayes / 0 nays

## **5. Proclamations, Presentations, and Recognitions**

### **Public Hearing**

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 5<sup>th</sup> Street East, Mantorville, Minnesota, to consider an application for a variance for the property located at Dodge County PID 25.426.1990 (802 7<sup>th</sup> 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).

Councilmember Hoaglund moved and Councilmember Boyum seconded to close the Regular Council Meeting and go into the Public Hearing at 6:32pm.

Motion carried: 4 ayes / 0 nays

The property owner, John Buck, stated that his front yard is actually his backyard and there is a lot of dog barking back and forth. He would like the fence to be 8 feet tall because his yard sits lower, which makes the fence lower.

Mayor Ingalls had concerns about the traffic flow on the corner. Buck said it is a dead end further down the road, so traffic is not heavy here. Councilmember Nash is sympathetic because she also lives on a corner lot, but is concerned about North/South traffic and visibility with an 8 foot fence.

Councilmember Hoaglund said that our ordinance requires a clear sight area at these intersections. City Engineer Scott Huneke said the fence could be angled 45 degrees at the corner, which would allow visibility.

A six foot fence doesn't require a variance, but a 6 foot privacy fence would. Also, a fence 7 feet or taller would require a building permit.

Councilmember Nash moved and Councilmember Boyum seconded to allow a privacy fence under seven feet tall angled 45 degrees at the corner.

Motion carried: 4 ayes / 0 nays

**6. Public Concerns**

Dillon Wise, troop 231, is on his way to eagle rank and would like to do a project to benefit the community. He wants to build a helmet cubby for Mantor Field. There would be no cost to Mantorville, as he already has funding set up with K-M Baseball. His project was approved by the Park Board at their last meeting. Mayor Ingalls thanked Dillon for being willing to do this.

Councilmember Nash and Councilmember Hoaglund seconded to approve his project.

Motion carried: 4 ayes / 0 nays

Renee Dina, 121 5<sup>th</sup> Street West, approached Council and asked about the status of a possible noise study being done at the approved Pickleball Courts at Slingerland Park. Mayor Ingalls stated nothing has happened to change anything at this point.

Jeremy Shubert, 518 Walnut Street, approached Council regarding the approved Pickleball Courts voicing his support for the project.

**7. Public Safety**

Fire Chief Annabelle Hardwick and Duke Harbaugh were present to discuss the grass rig that is in need of repair. They are looking at different options for replacing it. They could sell it and buy a used one, or consolidate two trucks and buy one new one. They just wanted to start the conversation on it, but they will be doing more research.

Dodge County Sheriff Department is coming up with a plan for street parking for the Model-T Club that will be coming to town this summer.

**8. Public Hearings**

See Proclamations, Presentations, and Recognitions

**9. Old Business/New Business**

No Items

**10. Tabled Items**

A. The Pickleball Donation Contract to be signed with Friends of Mantorville for the approved pickleball courts at Slingerland Park was pulled from the table. Councilmember Nash moved and Councilmember Hoaglund seconded to pull this item from the table.

Motion Carried: 4 ayes / 0 nays

Councilmember Nash moved and Councilmember Hoaglund seconded to allow the Park Board to make non-monetary decisions about the pickleball courts approved for Slingerland Park.

Motion Carried: 4 ayes / 0 nays

Councilmember Nash moved and Councilmember Hoaglund moved to let the approved pickleball courts project move forward without a Friends of Mantorville Contract.

Motion Carried: 4 ayes / 0 nays

- B.** Councilmember Nash moved and Councilmember Hoaglund seconded to pull the security cameras for City Hall, City Shop, and Fire Department off the table.

Motion carried: 4 ayes / 0 nays

It was suggested that Deputy City Clerk Wendy Siewert can work on a policy for them.

Councilmember Nash moved and Councilmember Hoaglund seconded to table the item again.

Motion carried: 4 ayes / 0 nays

- C.** Councilmember Nash moved and Councilmember Boyum seconded to pull the land donation agreement for PID 25.301.0040 off the table.

Motion carried: 4 ayes / 0 nays

Councilmember Nash moved and Councilmember Boyum seconded to approve the Donation Agreement of Parcel 25.301.0040 to the City of Mantorville.

Motion carried: 4 ayes / 0 nays

Councilmember Nash moved and Councilmember Hoaglund seconded to approve Resolution 2025-17, a Resolution Approving Donation Agreement for PID 25.301.0040.

Motion carried: 4 ayes / 0 nays

## **11. Reports**

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

- 1) Public Works Lead Joe Adams received 3 bids for removing the Maple tree with dead limbs at 111 7<sup>th</sup> Street West. Carr's was \$2,750, Olson Tree Service was \$7,014, and Boyum Tree Service was \$2,700. Council approved Boyum Tree Service to remove the Maple tree.
- 2) Adams received street sweeping quotes from SL Contacting for \$2,000 and Durst Outdoor Services for \$3,345. Council approved moving ahead with SL Contacting for the street sweeping.

- 3) \$11,000 was budgeted for the street light across from Casey's. The quote from Xcel was \$14,596.89. Councilmember Hoaglund will check and see if we can get a lower price.
- 4) The Inflow & Infiltration issue down at the Relay Lot has not been resolved yet. To open cut it, it will cost approximately \$47,900, to put in a sump well, it would cost \$4,050. Councilmember Nash moved and Councilmember Hoaglund seconded to proceed with the sump well with SL Contracting for \$4,050.
- 5) There was a water main break in front of 9<sup>th</sup> Street this winter. The County wants the City to fix that portion of the road; it will cost approximately \$10,425.

Councilmember Hoaglund moved and Councilmember Nash seconded to approve fixing the road with \$10,425 out of the water fund.

Motion carried: 4 ayes / 0 nays

- 6) The alley behind the Hubbell House needs to be fixed. It will cost \$60,000.
- 7) Adams will look if the City can save money by having the alley and the basketball courts at Riverside Park at the same time. Striping of the basketball courts can be held off until next year if money is tight.
- 8) The impellers of the lift station should be lasting longer than they have been. They need to be replaced again. Adams will get cost numbers and come back to Council.

## **B. City Clerk Report**

- 1) The auditors will be in house the week of April 21<sup>st</sup>.
- 2) City Clerk Lohrbach will be absent the week of May 5<sup>th</sup> for the Minnesota Municipal Clerks Institute year 3 training. Lohrbach also received a scholarship this year for \$300.
- 3) The Local Board of Appeal and Equalization meeting is April 21<sup>st</sup>,
- 4) The City's main computer hard-drive had now been replaced. Staff continues to work on replacing/updating files.
- 5) The Blue Cross Blue Shield employee paid vision plan cost is lower for 2025 than 2024.
- 6) Current budget is updated, but interest amount have not been entered yet. Lohrbach is waiting for the correct percentages from the auditors.
- 7) Lohrbach provided two quotes for City text messaging to residents.

- 8) Councilmember Hoaglund moved and Councilmember Boyum second to sign the Smith Shaefer engagement letter for the 2025 audit (year 2024).

### **C. Consultant Report**

No Items

### **D. Committee Reports**

#### 1) Chamber

- Jason Klimavicz and Brittney are co-presidents now. Easter festivities were discussed.

#### 2) Economic Development Authority

- Brian Hindal was approved as Chairman and Chuck Bradford was approved as a board member. John Olive requested money for restoring the school house rock. A grant was received for the Stagecoach Days Fiddle Contest. EDA is looking for exact details on the benches and planters along HWY 57 to check with the State of Minnesota DOT if they are okay in the chosen spots.

#### 3) Finance/Budget

- Councilmember Nash moved and Councilmember Hoaglund moved to approve the final payment to Dalen Maxson for the HWY 57 project lighting.

#### 4) Fire Department

- Councilmember Hoaglund will check if Council can receive more detailed reports about fire calls.

#### 5) Infrastructure

- Public Works Lead Adams will check on jake breaking signs.

#### 6) K-M Joint Powers

- Meet in June

#### 7) Park Board

- Meets tomorrow.

#### 8) Mantorville Restoration Association

- John Olive brought up replacing schoolhouse rock. There is a committee meeting with the Fire Department for fundraising.

#### 9) Park Board

- Arbor Day is April 25<sup>th</sup>. A Burgundy Belle Maple will be planted at Riverside Park at 1:00pm on this day.

10) Personnel

11) Township

12) Decorations

- There will be a meeting next week. Public Works Adams will check on status of MNDOT with the benched for HWY 57. Deputy City Clerk Wendy Siewert is looking into rules for a social district.

#### **E. Councilmember Reports**

- Councilmember Boyum thanked the City of Mantorville for their quick response on March 26<sup>th</sup>. It is National Public Safety Telecommunications week through April 19<sup>th</sup>, Easter Kids Day – Berne Church April 19<sup>th</sup> at 1:00pm. Artisan Market – Berne Wednesday August 6<sup>th</sup> at 5:00pm, Dodge County Transfer Station Groundbreaking was April 3<sup>rd</sup>, Art in the Park unveiling and art fair is Saturday June 28<sup>th</sup> at 9:00am.
- Councilmember Nash said that the Larger than Life Art Exhibit is taking sponsors for the event this year.

#### **F. Mayor's Report**

- The Brewery Building on East 5<sup>th</sup> Street has water running under it's foundation, City Clerk Lohrbach will consult with the DNR and Construction Management Services on how to approach this.
- The electrical box looks to be falling off the building at 15 5<sup>th</sup> Street East. Lohrbach will look into this also.

#### **12. Executive session**

No Items

#### **13. Adjourn**

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

Motion Carried: 4 ayes / 0 nays

Meeting adjourned at 9:25pm.

Approved: April 28, 2025.

---

Gretchen Lohrbach  
City Clerk-Treasurer

**DRAFT**

City **Mantorville**  
 Date **4/1/2025** thru **4/30/2025**

<u>Agency</u>	<u>Incident_Nr</u>	<u>Location</u>	<u>LocCity</u>	<u>Activity</u>
S	202500002282	122 Main St N	Mantorville	Cell Call Open Line
S	202500002722	129 State Hwy 57	Mantorville	Burning Permit
S	202500002299	18 Zumbro Ridge Dr	Mantorville	Animal Comp
S	202500002899	18 Zumbro Ridge Dr	Mantorville	Animal Comp
S	202500002811	21 8th St E	Mantorville	Barking Dog
S	202500002703	22 6th St E	Mantorville	TeST Only-No Resp Needed
S	202500002704	22 6th St E	Mantorville	TeST Only-No Resp Needed
S	202500002743	22 6th St E	Mantorville	MN Prairie Assist
S	202500003044	22 6th St E	Mantorville	Civil
S	202500002907	22 6th St E	Mantorville	Suspicious Activity
S	202500002325	22 6th St E	Mantorville	Juvenile Court Orders
S	202500002603	22 6th St E	Mantorville	Public Assist
S	202500002741	22 6th St E	Mantorville	Warrants- Out of Co.
S	202500002848	22 6th St E	Mantorville	Miscellaneous
S	202500002801	22 6th St E	Mantorville	Criminal Dam. To Prop
S	202500002808	22 6th St E	Mantorville	Probation Violation
S	202500002295	28 5th St W	Mantorville	9-1-1 Hang Up Call
S	202500002701	320 Main St N	Mantorville	Public Assist
K	202500001364	320 Main St N	Mantorville	Assist Other Agency
S	202500002856	320 Main St N	Mantorville	Found Animals
S	202500002641	402 Main St N	Mantorville	Alarm
S	202500002637	415 Main St N	Mantorville	Traffic
S	202500003031	531 Main St N	Mantorville	Probation Check
S	202500002429	701 Blanch St	Mantorville	Civil
S	202500002902	706 West St	Mantorville	Ambulance Run
S	202500002279	809 Jefferson St	Mantorville	Ambulance Run
S	202500002598	715 Clay St	Mantorville	Probation Violation
S	202500002673	812 Hickory Ln	Mantorville	Residence/business Ck
S	202500002659	90 Mark Ln	Mantorville	Animal Comp
S	202500002266	909 Walnut St	Mantorville	Suspicious Activity
S	202500002313	802 Main St N	Mantorville	Paper Service
S	202500002767	904 Clay St	Mantorville	Assist Other Agency

Total

32

# MANTORVILLE FIRE DEPARTMENT

## May 2025 General Meeting

### Call to Order:

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

### Members in Attendance:

- Troy, Don, Brett, Scott, Joey, Paul, Roger, Dave, Nate, Duke, Angel, Russ, Kurt, Nate, Annabelle

### Chief's Report:

- City council about new rig - support for \$200k, clutch replaced on grass rig for now
- Peer Support training emailed- Troy
- Region 15 meeting Kasson - Troy, Ryan, Don, Scott, Myself
- Thank you to those who helped with Mock Crash! Laura Seljan pictures
- Thank you to those who helped with the burning pile and grass burn!
- Thank you to Lion's Club for making dinner tonight.

### Assistant Chief:

- Steak feed coming up this month - plans being made
- Retirement from Curt for June 1, 2025
  - Motion by Russ, seconded by Joey - Motion passed

### Deputy Chief:

- Nothing to report

### Fire Marshall:

- Nothing to report

### Training Officer:

- Fire Marshall training along with ISO meeting

### Equipment:

- Paul noted there is new bag for peds (yellow) on rescue - training will follow
- New sling available on rescue also - video to follow
- Paul switched front and rear cabinets on Driver's side rescue rig
- MCI bag replaced on rescue
- FRC talked to about tri-pod retrofit to LED for Pumper 1 - \$1530 for the pair
  - Jeff motion to approve all 4 replacements, seconded by Nate S, motion passed

### Vehicles:

- Betsy-
- Pumper 1-
- Pumper 2 -
- Chevy Pick Up - Tow hooks donated by Curt
- Tanker 1 -

- Tanker 2 -
- Grass Rig - Clutch replaced - Thanks Curt
- Rescue Truck - Air pressure taking too long - to look at

**First Responder's:**

- Paul to do training next week - combined Fire/Rescue

**Treasurer**

- \$4321.84
- Motion by Joey , seconded by Nate B, Motion passed

**New Business:**

- Tow strap for pick-up recommended with a motion by Russ - cost \$400 with hitch
  - Duke seconded, motion approved

**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 - working 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 Duke to approve the points report
- 2nd by: Joey
- Motion approved

- May 14        1830 Training
- May 21        1800 Social at MFD hall
- Jun 4         1800 Officers Meeting
  - 1900 Lunch - Don, Annika and Trace
  - 1930 Members meeting
- Jun 11        1830 1st Responder Training
- Jun 18        1830 Fire training

Meeting Adjourned at 19:58



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

## **PARK AND RECREATION BOARD MEETING**

**MUNICIPAL COUNCIL CHAMBERS**

**21 5<sup>TH</sup> STREET E, MANTORVILLE, MN 55955**

**Tuesday, March 25, 2025 @ 6:30 PM**

1. **Call to Order:** Chairman Brad Germundson called meeting to order at 6:30 pm.
  - a. **Members Present for Quorum:** Brad Germundson, Lyle Hoaglund, Matt Wohlenhaus, Brandy Ramer, Martha Vrieze, Kim Boyum
  - b. **Members Absent:** Don Hofsted
  - c. **Special Guests:** Joe Adams, Public Works; Gretchen Lohrbach, City Clerk; Wendy Siewert, Deputy City Clerk; Dillon Weis, Eagle Scout, Brian Hindahl, Larger Than Life
2. **Motion for Chairman:** The Board voted to approve Brad Germundson Chairman of the Park and Recreation Board. Passed unanimously.
3. **Adopt the Agenda:**
  - a. Correct amount on the budget for what we spent last year was the gator at \$764.23 and the mower was a 5-year lease for \$5,077.58.
  - b. Change Item No. 8 to read: Next board meeting is Tuesday, April 29, 2025 at 6:00 PM.  
Passed. 5 yay / 0 nay
4. **Approval of 11.26.2024 Park Minutes:**
  - a. All members unanimously approved the minutes from 11.26.2024.  
Passed. 5 yay / 0 nay
5. **New Business**
  - a. 2025 Park Board Budget
    - 1) Tires for JD Gator were budgeted for \$800, spent \$764.23. There was \$25,000 budgeted for new mower, instead we did a 5-year lease on the John Deere Zero-Turn Mower for \$5,077.58. MRA donated water fountain, so it was removed from budget.  
  
Member Brandy Ramer moved to approve 2025 Park Board Budget: Member Matt Wohlenhaus seconded.  
  
Passed. 5 yay / 0 nay
  - b. Eagle Scout Project, Mantor Field, presented by Dillon Weis: Dillon presented the board with his Eagle Scout Project, so that he may obtain his Eagle Scout badge.  
  
Helmet Racks for Mantor Field
    - Overall size: 64" x 34" (5 across and 3 high = 15 total cubby's).
    - Each cubby: 12" x 12", made of green treated wood, sanded and weather sealed.
    - Racks: anchored in, off the ground, in dugout, partial protection from overhang, may get some weathering on the back.  
Member Matt Wohlenhaus motioned to accept the Helmet Racks for Mantor Field and attend city council for their approval, Brandy Ramer seconded.  
  
Passed. 5 yay / 0 nay

- c. Memorial Park Bench, presented by Mati Ruehmann: Mati missed the meeting but called on March 27 to apologize and asked to be put on the next agenda.
- d. Model T Ford Club of America, July 25 (reserving bandshell and both pavilions): No one from Model T Ford Club showed up for the meeting and did not contact the Park Department to reschedule. There will be around 200 cars, the Hubbell House will be providing lunch at the park for the group. They would like an area to park, maybe blocking a street.
- e. Arbor Day, Friday, April 25 – Purchase a Burgundy Belle Maple Red Map Tree for \$290, plant it on the NW side of the bridge at 1 pm on April 26. Cost will come out of the Park Tree Management budget.

Marsha motioned to move forward on the tree, Brandy Ramer seconded. Joe will ask city council to approve it as part of Tree City.

Passed. 5 yay / 0 nay

- f. Haley Mann, Instructor from ZED, contacted Matt Wohlenhaus, they have a few students looking to do some Community Service during the school day for a few hours only a few days a week. Matt Wohlenhaus will have Haley reach out to Joe. He will be the contact person, he can find stuff for them to do.
- g. Martha presented the group with signs on the ball fields. Area businesses can purchase a 2 color or multi color 4 x 4 signs. The cost would be \$350 for 2 color and \$400 for multi color. \$150 to renew the next year. \$50 each will go toward the park budget. Brandy Ramer will check with the City of Eyota to see what they do.

Brandy Ramer motioned for Martha to pursue with the signs, Matt Wohlenhaus seconded.

Passed. 5 yay / 0 nay

Note: Gretchen to check with lawyer to see if we need anything, Subpart A. Gretchen to also check to see about doing

- h. Martha shared what the benches and planters would look like for beautifying Mantorville. There are 12 benches, so far 8 are sold. They would be purchased from Uline. They are a powder coat black steel. Benches are \$1,200 each and planters are \$1,000. The City of Mantorville will own them. Will need to go to the Decoration Committee.
- i. Brian Hindahl, Larger Than Life – The sculpture *Star of Life* was donated and accepted by the city. Would like it installed by June 29/July 1 for this year's art show. He has received donations for the supplies and volunteers to help. Brian will join the park board at the next meeting on April 29 for the walk-around Riverside to find a good position for the sculpture. Lighting - Brian Hindahl will get quotes to put a light inside the sculpture. The Park Board will approve it at the next meeting.

## **6. Old Business**

- a. Hockey Rink/Basketball Court: Joe is working with Scott from WHKS. It's going to cost around \$90,000. Joe will provide price and timeline by the next meeting.
- b. Band Shell - Rules and Regs / Fees
  - 1) Several ideas were talked about for different costs.
  - 2) Jazz band coming to do a dry run to make sure everything is working well.
  - 3) Food vendor trucks – should we be charging them \$75 (subject to change).

- 4) Tom Monson to come to the next meeting on April 29 to clear up who is in charge of what.

Matt Wohlenhaus motioned for a fee of \$50 and a refundable deposit of \$100 after inspected for cleanliness and damages. Brandy Ramer seconded.

Passed. 5 yay / 0 nay

Lyle Hoaglund motioned to table establishing the criteria for the use of the bandshell and do not determine the cost and deposit until we talk to this ad hoc committee that we are just learning about. Brandy Ramer seconded.

Passed. 5 yay / 0 nay

- c. Grants: Todd Kiefer is our new grant writer. Nothing new besides that.
- d. Riverside Park: Will open, weather pending. There are 2 big Willows, east side of main pavilion, need to take both out. One is a safety hazard and the other that is not looking too good is in the way of the basketball court.
- Purchased a swing arm grinder, budgeted \$10,000. The cost was \$5,495. Also bought a stump grinder, total cost for both was \$11,385.
- e. Campground – Opening May 1, weather pending. There are about 21 different reservations. Will look at new rates at the end of the season.
- f. Bergmann Park: No updates.
- g. Slingerland Park
- 1) Pickleball: Council is wondering if the park board would take it down from 3 courts to 2 courts. It will be left at 3 courts. Another thought, having the excavator dig it down more to lower the noise and you can have nice seating on the slope. Jeremy Shubert would like some kind of border so he is offering to buy trees and donate to the city.
- h. Mantor Field
- 1) Council accepted the gift of a \$6,000 water fountain. Card will be sent to MRA for the fountain
- 2) Need to wait for the grass to take off. Up to Jason. The 7<sup>th</sup> and 8<sup>th</sup> grades may have to wait to play on the field.
- i. K-M Dog Park: Looks good.
- j. Denneson Field: Still wet, don't have a timeline, nothing new.
- k. Community Gardens: all booked up. Same person booked as previous years. He donates to areas that are in need.
- l. Community / Park Tree Management
- 1) 2025 Tree Removal Bids
- Location:* 111 7<sup>th</sup> Street West – 2 large maples, \$2,700  
401 Clay Street – remove dead branches off maple, \$500
- Lyle Hoaglund motioned to approve Boyum for both bids and to take to council to approve, also for another \$500 for branch removal. Brandy Ramer seconded.
- Passed. 5 yay / 0 nay

**7. City Staff Updates / Reports**

- a. Joe Adams will have Brad for one more year. Brian will fill in when Brad can't.
- b. Wendy Siewert is the new secretary for the Park Board.

**8. Joint Ventures Updates**

- a. Nothing new, no new projects.

**9. Next board meeting is Tuesday, April 29, 2025 at 6:00 PM**

- a. Spring Park walk-around. Meet at council chambers at 6:00 PM.

**10. Adjourn:** Member Brandy Ramer motioned to adjourn. Member Matt Wohlenhaus seconded.

Passed. 5 yay / 0 nay

**Adjourn at 8:30 pm.**

18 Second Avenue NW  
Kasson, MN 55944-1491  
507-634-2511 Main  
507-634-2500 Fax

3/20/2025

City of Mantorville  
21 5t St E  
PO Box 188  
Mantorville, MN 55955

RE: Franchise Agreement Termination

Gretchen Lohrbach  
Mayor Jeffrey Ingalls

This letter serves as official notice to the City of Mantorville that the Kasson & Mantorville Telephone Company (DBA KMTelecom) will discontinue our KMTV services effective June 2<sup>nd</sup> 2025.

We have been notifying our KMTV customers for over a year that they will need to find a different television option. We have been helping customers convert to streaming services for their television programming. We will no longer have any subscribers to report per the franchise agreement as of June 2<sup>nd</sup>.

The City is current receiving 1 free KMTV service. This connection will be discontinued on June 2<sup>nd</sup>. The City also receives a community channel from KMTelecom. This channel will also be discontinued.

Please let me know if you have any questions or need further information.

Thank you.

Sincerely,



Mary D. Ehmke  
President



**CITY OF MANTORVILLE**  
**BANDSHELL RESERVATION POLICY**

Reservation Fee: \$50.00 Deposit: \$100.00

**I. Purpose**

The purpose of this policy is to ensure the availability of the bandshell facility in Riverside Park upon reservation.

**2. Rental Fees**

Use of the bandshell is on a first come first serve basis. To ensure the use of the bandshell for a specific date, reservations must be taken. To reserve the bandshell, a completed application for staff approval must be turned in to the City Clerk's office along with the fee and damage deposit as established by the City Council on the Master Fee Schedule and is subject to change. The damage deposit will be returned after it is inspected for cleanliness and damages.

There are no refunds due to inclement weather. Refunds will only be given if reservations are cancelled 24 hours or more in advance.

**3. Damage/Clean Up Deposit**

The damage/clean up deposit along with the rental fee is required at the time the reservation is made. The deposit will be refunded within two weeks after the event if no problems were incurred. The applicant is responsible for removal of everything brought to the site and for cleaning up the site, including garbage and litter. If the facility and grounds are not sufficiently cleaned up, a deduction for the estimated labor costs along with any damage costs will be deducted from your deposit. The remaining balance will be returned to the applicant with a receipt for the costs. If additional damage is incurred to the facility or site beyond the deposit amount, the city will assess the amount of damage incurred and will forward damage costs to the individual, organization, and/or party responsible.

Garbage is emptied once a day and the bandshell is briefly inspected. We cannot guarantee the condition of the bandshell between reservations. The city recommends that you arrive early prior to your reservation.

**4. Decorating**

You may use the florist or decorator of your choice. All decorating needs to be included during your rental time. No decorations may be attached to any portion of the bandshell facility or any other park structure. No tape, pins, staples, nails, or gum-like substances may be used on any park structure. Silly string or any similar products are not allowed. Rice, glitter, rose petals, sand, and confetti cannot be thrown or used as table decorations. Soap bubbles are allowed. Candelabras for wedding ceremonies are allowed. All decorations must be removed at the end of your rental time.

## **CITY OF MANTORVILLE BANDSHELL RESERVATION POLICY (Continued)**

### **5. General Guidelines and Conditions**

The bandshell is available for reservations from May 1 – October 1 between the hours of 7am – 10pm. Reservations can be made as of January 1 of the year in which the reservation is requested. The applicant understands that other users such as the general public may be in the park at any time. Reservation of the bandshell does not include exclusive use of park facilities. A reservation list will be posted in the North Shelter at Riverside Park.

Any city-sponsored programs have first rights to schedule the bandshell for performance or use. Music in Mantorville's Summer Concert Series is held every Tuesday. No rental for other events will be allowed on these dates.

- The bandshell may be used for wedding or similar ceremonies. Please note, the stage is small and is an elevated floor without guardrails.
- All garbage in and around the bandshell is to be placed in the containers provided by the City of Mantorville. If additional containers are needed, all arrangements including cost will be made by the applicant prior to the event. Park facilities must be left in pre-event condition and individuals or organizations are responsible for any damages to facilities or vegetation.
- In the event that the bandshell is being occupied by parties who have not reserved it when you arrive, please call the Dodge County Sheriff's Dispatch Center at (507) 635-6200.
- The applicant signing the application must be at least 18 years of age.
- All content must be family friendly. The city reserves the right to refuse or stop any function that violates any of the said regulations of the policy, federal, state and local laws. All activities must conform to the city code.  
<https://www.mantorville.com/City/ordinances/>
- Parking is allowed in designated areas only. Vehicles are not allowed on the grass, sidewalk, etc.
- Dogs are allowed but must be on a leash and cleaned up after.
- Please no glass bottles or containers.
- All park rules apply.

If you have any questions, please contact City Hall at (507) 635-5170 or email us at [info@mantorville.com](mailto:info@mantorville.com).



Trail to the Past. Road to the Future.

## BANDSHELL RENTAL APPLICATION

APPLICATION DATE: \_\_\_\_\_

**FEE: \$50.00**  
**DEPOSIT: \$100.00**

### APPLICANT INFORMATION

**Applicant** Legal Name: \_\_\_\_\_  
first middle maiden/last

**Co-Applicant** Legal Name: \_\_\_\_\_  
first middle maiden/last

Name of Organization (if applicable): \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Alternate Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

### RENTAL FEE AND DAMAGE/CLEAN UP DEPOSIT

To reserve the bandshell, a completed application for staff approval must be turned in to the City Clerk's office along with a fee of \$50.00 and a damage deposit of \$100.00. The damage deposit will be returned after inspection.

The deposit will be refunded within two weeks after the event if no problems were incurred. The applicant is responsible for removal of everything brought to the site and for cleaning up the site, including garbage and litter. If the facility and grounds are not sufficiently cleaned up, a deduction for the estimated labor costs along with any damage costs will be deducted from your deposit.

### RESERVATION INFORMATION

Date(s) of Reservation: \_\_\_\_\_

Reservation Start Time: \_\_\_\_\_ Reservation Stop Time: \_\_\_\_\_  
include practice time include clean up time

Description of Event: \_\_\_\_\_

**CERTIFICATION:** I certify have reviewed and understand all regulations adopted in the Mantorville City Code regarding the Bandshell and/or Parks and that all information submitted in this application is true and correct.

I certify that I am at least 18 years of age and agree to abide by all park rules and city ordinances. Reservations are for the bandshell only. Reservations do not include the exclusive use of the park. Cancellations due to inclement weather will not be refunded. Cancellations not made at least 2 working days in advance will not be refunded.

By signing this, I (we) agree to reserve the facility at my (our) own risk and release the City of Mantorville and its employees from any claims, injuries, or damages, including all claims from third parties.

I understand that if I reserve the bandshell, I must follow these guidelines:

- All content must be family friendly. The city reserves the right to refuse or stop any function that violates any of the said regulations of the policy, federal, state, and local laws.
- All garbage in and around the bandshell is to be placed in the containers provided by the city. If more are needed, all arrangements including cost will be made by the applicant prior to the event.
- Park facilities must be left in pre-event condition and individuals or organizations are responsible for any damages to facilities or vegetation.
- No glass bottles or containers. No decorations may be attached to any portion of the bandshell facility. No tape, pins, staples, nails, gum-like substances, silly string or similar may be used on any park structure.

# BANDSHELL RENTAL APPLICATION (Continued)

FEE: \$50.00

DEPOSIT: \$100.00

APPLICATION DATE: \_\_\_\_\_

5. Rice, glitter, rose petals, sand, and confetti cannot be thrown or used as table decorations. Soap bubbles are allowed.
6. In the event that the park shelter is being occupied by parties who have not reserved the park shelter, please call the Dodge County Sheriff's Dispatch Center at 507-635-6200.

2. Any city-sponsored programs have first rights to the bandshell.
3. The city reserves the right to refuse or stop any function that violates any of the said regulations of the policy, federal, state and local laws.
4. Parking is allowed in designated areas only. Vehicles are not allowed on the grass, sidewalk, etc.
5. Dogs are allowed but must be on a leash and cleaned up after.

I also understand that:

1. The hours of the bandshell are from 7 am – 10 pm.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Co-Applicant

\_\_\_\_\_  
Date

## FOR OFFICE USE ONLY

Date Received: \_\_\_\_\_ Fee Paid: \_\_\_\_\_ Method of Payment: \_\_\_\_\_ Date Paid: \_\_\_\_\_

Cleaning/Damage Deposit Paid: \_\_\_\_\_ Method of Payment: \_\_\_\_\_ Date Paid: \_\_\_\_\_

Does it need Park Board Approval? Yes No why?: \_\_\_\_\_

Application Approved? Yes No if no, list reasons for denial: \_\_\_\_\_ Date Approved: \_\_\_\_\_

Bandshell Inspection Date: \_\_\_\_\_ Time: \_\_\_\_\_ Inspection Pass or Fail: \_\_\_\_\_

If Fail, list reason(s) and cost:

\_\_\_\_\_ Cost: \$ \_\_\_\_\_

\_\_\_\_\_ Cost: \$ \_\_\_\_\_

\_\_\_\_\_ Cost: \$ \_\_\_\_\_

Total Cost: \$ \_\_\_\_\_

Date Deposit Returned (must be returned within 2 weeks): \_\_\_\_\_ Amount of Returned Deposit: \$ \_\_\_\_\_

\_\_\_\_\_  
City Clerk-Treasurer or Deputy City Clerk

\_\_\_\_\_  
Date

**CITY OF MANTORVILLE  
DODGE COUNTY, MINNESOTA**

**RESOLUTION 2025-\_\_\_**

**A RESOLUTION ACCEPTING DONATION FROM FRIENDS OF MANTORVILLE INC.  
TO FUND THE CONSTRUCTION OF PICKLEBALL COURTS AT SLINGERLAND PARK**

**WHEREAS**, Friends of Mantorville Inc. (the “Donor”) has raised \$130,000.00 and continues to raise funds to donate to the City of Mantorville (the “City”) for the construction of new pickleball courts at Slingerland Park, located at located at 209 5th St W, Mantorville, MN; and

**WHEREAS**, the City desires to enter into multiple contracts for the work necessary to construct said pickleball courts, which the Donor subsequently intends to reimburse the City for in accordance with the agreement attached hereto as Exhibit A; and

**WHEREAS**, the City is authorized under state law to accept donations by resolution, pursuant to Minnesota Statutes, section 465.03, for the benefit of its citizens in accordance with the terms prescribed by the donor; and

**WHEREAS**, at least two-thirds of the City Council finds that it is appropriate to accept the aforementioned donation for new pickleball courts at Slingerland Park pursuant to the terms outlined herein.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MANTORVILLE, MINNESOTA, AS FOLLOWS:**

1. The donation as described above is hereby accepted, and the City is further authorized to enter into an agreement with the Donor in the general form attached hereto as Exhibit A.
2. If requested by Donor, the Clerk/Treasurer is directed to issue a receipt acknowledging the City’s receipt the donation contemplated herein.
3. City staff and consultants are authorized to take any additional actions necessary or convenient to accomplish the intent of this resolution.

Adopted by the Mantorville City Council this 12<sup>th</sup> day of May, 2025.

---

Mayor

---

Attest: City Clerk-Treasurer

**EXHIBIT A**

**AGREEMENT**

This Agreement (the "Agreement") is effective on May 12, 2025, by and between the City of Mantorville ("City") and Friends of Mantorville Inc, a Minnesota nonprofit corporation ("Donor").

1. Donor has raised approximately \$ 130,000 and continues to raise money for new pickleball courts at Slingerland Park, and Donor has generously offered to donate said funds to the City for the construction of the new courts. The City formally accepted the donation by resolution, as required under state law.
2. The City intends to enter into multiple contracts for the construction of the pickleball courts, consistent with applicable municipal contracting requirements, based on various quotes for the work that have been obtained with the assistance of the Donor. Rather than transferring the donation funds to the City prior to project construction, the Donor instead wishes and agrees to remit the donation funds to the City throughout construction of the courts and as the City becomes obligated to pay for the work associated with each individual contract.
3. The City, including its park board, agrees to coordinate with Donor throughout the project to ensure that the pickleball courts are constructed in a manner that is mutually desirable and generally consistent with the project sketch attached to this Agreement, which was prepared by the Donor.

\*\*\*\*\*

**FRIENDS OF MANTORVILLE INC.**

**CITY OF MANTORVILLE**

By: 

By: \_\_\_\_\_  
Title: Mayor

Title: President

By: \_\_\_\_\_  
Title: Clerk/Treasurer



7865 65<sup>th</sup> St NW  
 Byron, NJ 55920  
 Phone: (507) 273-6543  
 E-Mail: joel.pyfferoen@gmail.com

# Invoice

Bill To: Estimate.  
 Mantorville pickle ball  
 court

Invoice No.: 10

Customer ID: 5/25

Quantity	Item	Description	Unit Price	Total
	D-75	Strip black/level pad/level rock/build parking area		\$4120
	T-595	Level rock grade/misc		\$1000
	185	Haul rock		\$1000
	Materials	¾ in road rock		\$2880
	SF1	Pack material		\$1000

Subtotal:  
 Tax:  
 Shipping:  
 Miscellaneous:  
 Balance Due: \$10000

*Thank You Very Much For Your Business!*

331298

<b>Statement</b>		DATE	10-22-24	TERMS	BID
TO					
martha Uriesu					
108x64' Sports Court monteville					
ACCOUNT WITH					
Scott Quach masonry inc					
314 E. Ford St.					
Clawmont, mn. 55924			390-3084		
85x85	4'	Sports Court		\$ 47,962	50
		Roos 2' on Center		\$ 2,775	00
	2	Pump Trucks		\$ 2,200	00
		File Provided By			
		Excavation Company			
		BID for 2025			
		Prices Subject to Change			
		labor & material included			
		Thank you			
		Scott			
			Total \$ 52,937 50		
CURRENT	OVER 30 DAYS	OVER 60 DAYS	TOTAL AMOUNT		

# ESTIMATE

Justin Deno Masonry LLC  
54555 237th Ave  
West Concord, MN 55985

justindeno@ymail.com  
+1 (507) 271-5161

Private Jobs  
Bill to  
Mantorville Park

## Estimate details

Estimate no.: 1851  
Estimate date: 05/06/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Sales	Pickle Ball Court - 64ft x 108ft - 4" of base rock - 162 - 1/2" rebar spaced 2ft on center - 6912sqft of concrete - pump truck to help pour Total - \$82,520	1	\$82,520.00	\$82,520.00
<b>Total</b>						<b>\$82,520.00</b>

Accepted date

Accepted by

# Surfacing Proposal



**Customer**

Friends of Mantorville  
Attn: Martha Vrieze  
martha.vrieze@thrivent.com  
507-383-2696

**Contractor**

ATE Recreation, LLC  
125 Woodland Rd. Suite 154  
Delano, MN 55328  
Phone: 763-447-1533  
www.ateinstallations.com

**Notes:**

**DATE**                      **OPTION NO.**  
5/7/2025                      1

- o Quote is valid for 20 days unless accepted earlier by returning signed copy of this contract. A 40% deposit is required in order for material order to be placed.
- o **Pickleball Net and Divider Panels** - Supply and install three in-ground Dominator pickleball nets and 20 Putterman portable divider panels, each measuring 32.5" H x 59" W. This would allow a 7 ft. gap on the ends of hite court. Includes digging-pouring-leveling three footings for net posts. Portable divider panels to be assembled between courts.

ALTERNATE OPTION	QTY	UNIT PRICE	TOTAL
Dominator Portable Pickleball Nets	3	2,293.14	6,879
Putterman Portable Divider Panels	20	118.63	2,373

**Total \$ 9,252**

**Payment Terms:**

40% Deposit - Due Upon Execution of Contract	\$	3,701
60% Payment - Due Upon Completion	\$	5,551

Signature:

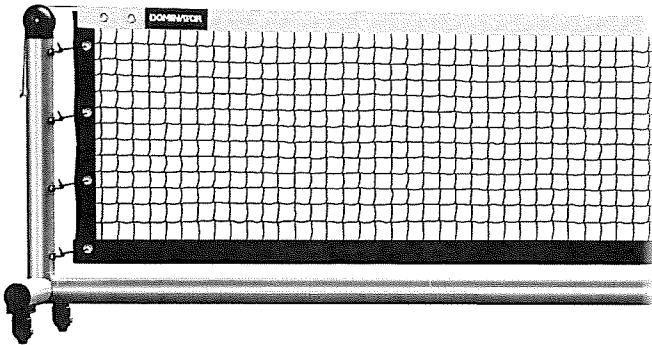
Adam Eskola  
ATE Recreation

Date:

# PORTABLE PICKLEBALL NETS

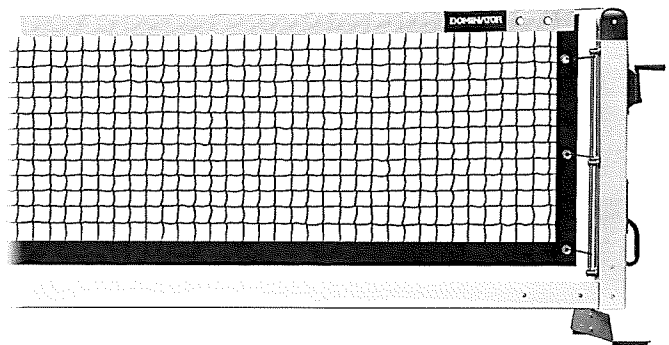
The Dominator Pro series of pickleball nets are unlike any other! These nets meet USA Pickleball official regulations and provide a more competitive and realistic playing experience, all while maintaining portability. The Dominator Pickleball Pro and Pickleball Pro Max are the ultimate pickleball net systems for both indoor and outdoor play.

## DOMINATOR PRO



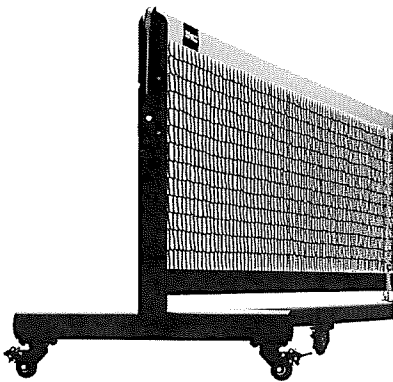
- 3" thick round aluminum frame
- Easy roll-away for ultimate portability
- Available in black powder-coated finish

## DOMINATOR PRO MAX

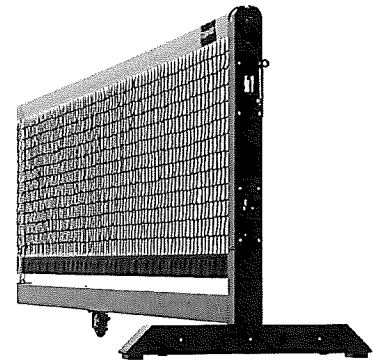


- 3" thick square aluminum frame
- Semi-permanent system with hand lever allowing wheels to protract/retract
- Inground system features while maintaining portability
- Available in black powder-coated finish

## PRO & PRO MAX FEATURES:

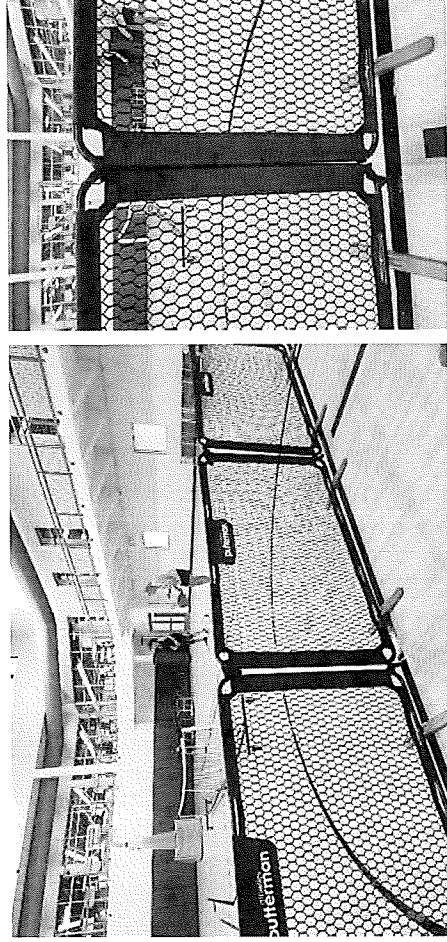
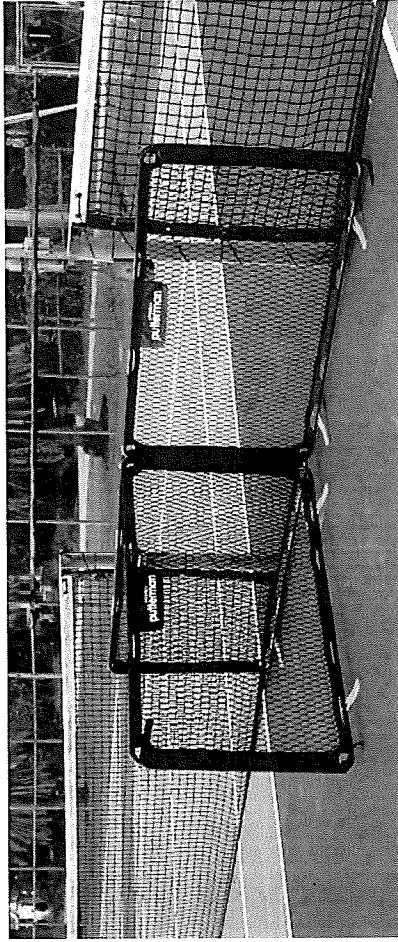


- Heavy-duty aluminum design
- Completely rust-proof & weather resistant
- Durable stainless steel hardware
- Attached hand crank for adjustable net tension
- Regulation size net and dimensions
- Lockable wheels for portability



## Portable Court Divider

<p><b>size</b></p>	<p>32 1/2" Tall x 59" Wide Available in 2 or 6-Count Packs</p>
<p><b>construction</b></p>	<p>Hexagonal net with black-coated metal frame</p>
<p><b>feature</b></p>	<p>Simple assembly, can be used indoors or outdoors</p>
<p><b>hardware</b></p>	<p>Adjustable feet on bottom to provide stability, velcro tabs on top and bottom to secure adjacent panels and help prevent falling over</p>



# Surfacing Proposal

**Customer**

Friends of Mantorville  
Attn: Martha Vrieze  
martha.vrieze@thrivent.com  
507-383-2696

**Contractor**

ATE Recreation, LLC  
125 Woodland Rd. Suite 154  
Delano, MN 55328  
Phone: 763-447-1533  
www.ateinstallations.com

**Notes:**

DATE	OPTION NO.
5/7/2025	1

o Quote is valid for 20 days unless accepted earlier by returning signed copy of this contract. A 40% deposit is required in order for material order to be placed.

o **SportMaster Pickleball Surfacing** - Includes surfacing three pickleball courts measuring 85' x 108' using SportMaster surfacing products. Concrete must cure for a minimum of 28 days prior to surfacing. Courts will be etched with muriatic acid and primed with adhesion promoter. Control joints to be filled with an elastomeric crack sealant.

Surfacing includes two coats of acrylic resurfacer, two coats of color, and three sets of 2" wide white pickleball court lines. Up to three colors to be selected from standard SportMaster colors. Water to be provided by owner on-site.

ALTERNATE OPTION	QTY	UNIT PRICE	TOTAL
SportMaster Pickleball Acrylic Surfacing	6,912	2.65	18,293

**Total \$ 18,293**

**Payment Terms:**

40% Deposit - Due Upon Execution of Contract	\$	7,317
60% Payment - Due Upon Completion	\$	10,976

Signature:

Adam Eskola  
ATE Recreation

Date:

# COLORPLUS SYSTEM



# COLORPLUS FUSION

## Introducing, the ColorPlus Fusion System.

Derived from the original ColorPlus Pigment Dispersions, Fusion combines an equal blend of two standard colors to create an exciting new expanded catalog of colors. With the small packaging size of ColorPlus pigments and the pre-measured ease of mixing, ColorPlus Fusion ensures a fool-proof way of creating new colors in the field.

### HERE IS HOW IT WORKS:

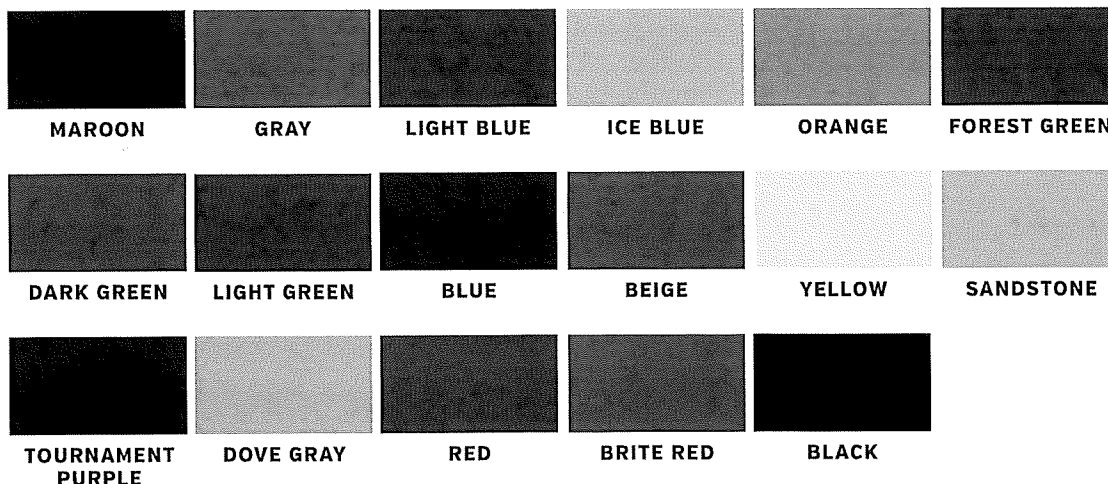
1. Split a 55-gal drum of Neutral Concentrate [with or without sand] equally into two drums.
2. Add two gallons of ColorPlus Pigment to each half.
3. For ColorPlus Fusion, add one gallon of each separate pigment color to create the desired choice. [Example: one gallon of light green + one gallon of red = brown concentrate]

This makes it easy to create as little as 30 gallons of a new color at regular cost, with minimal leftovers.

As with the standard ColorPlus Pigments, Fusion works with all of our Neutral Based systems:

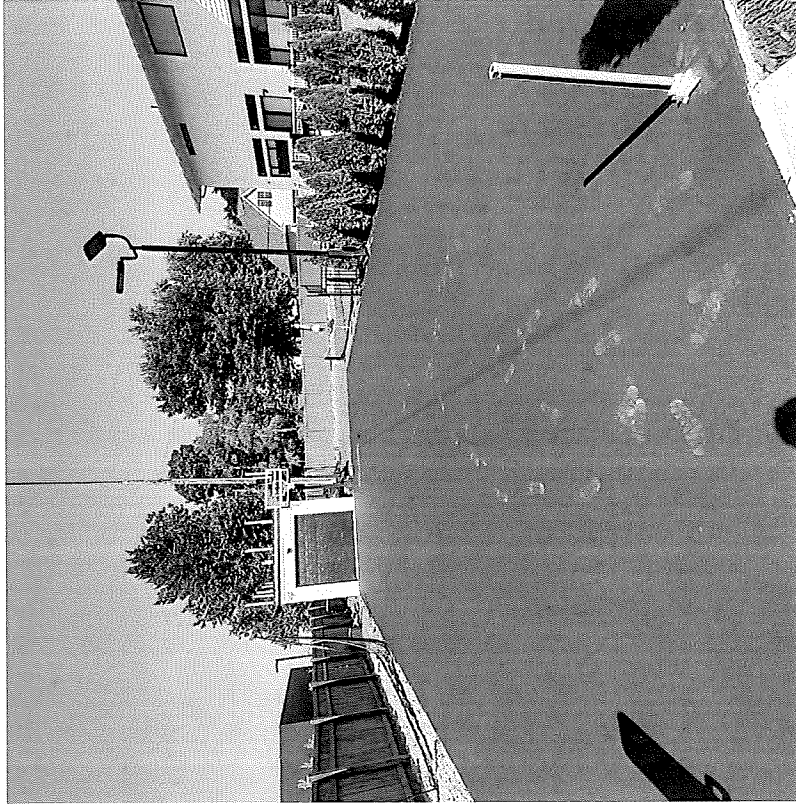
- SportMaster
- SkateMaster
- TrackMaster Plus
- ColorPave

**SEVENTEEN STANDARD COLORS** make over 100 different colors.





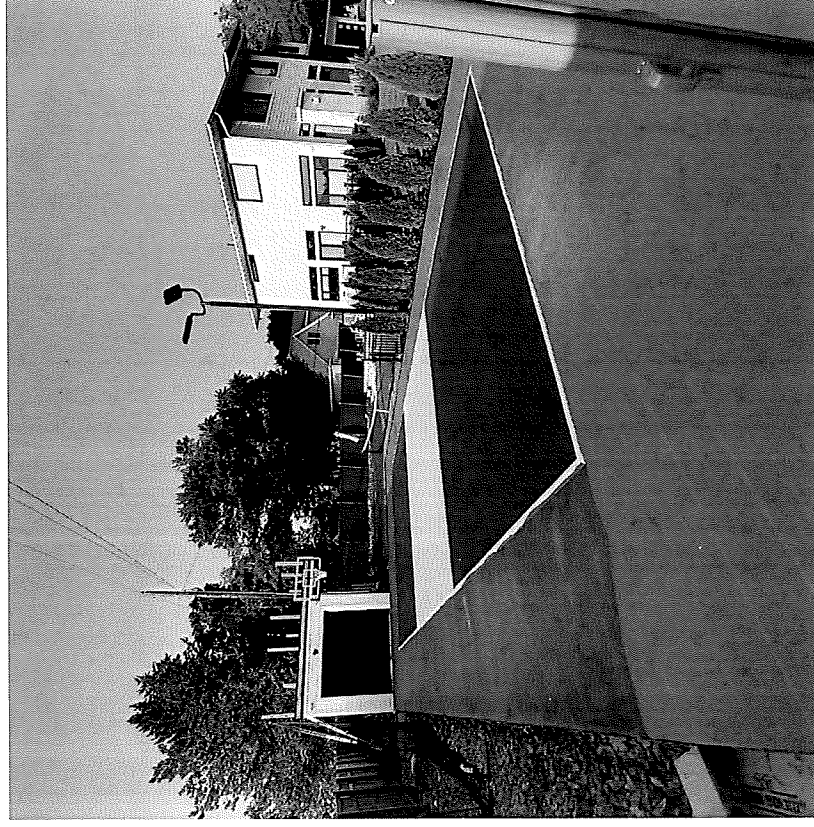
1. Clean Court Surface, Repair Cracks if Applicable



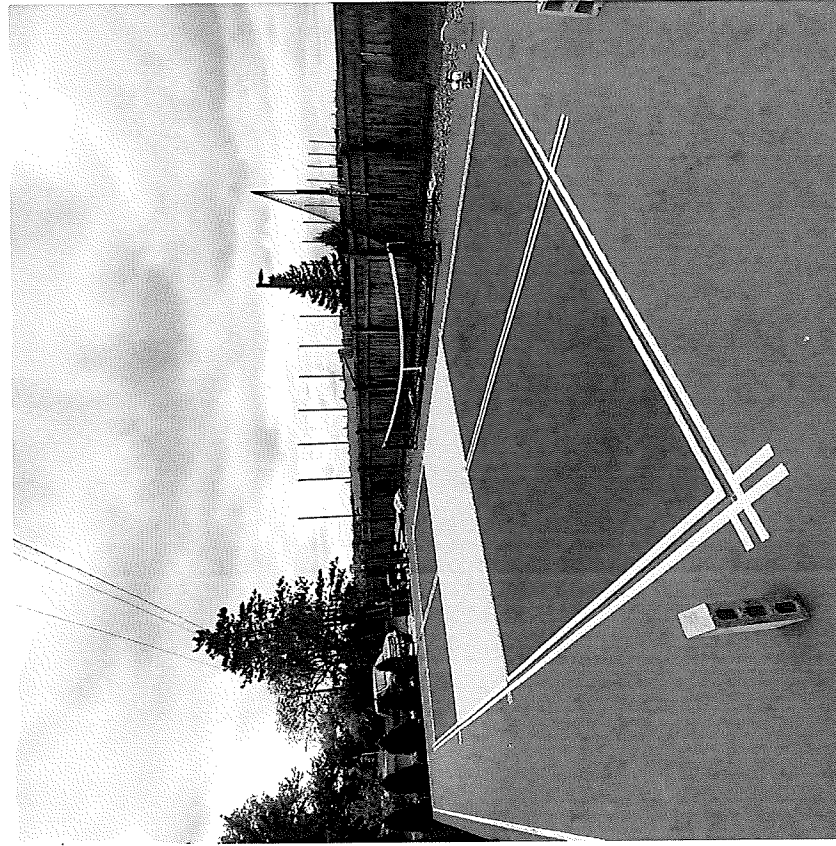
2. Acrylic Resurfacer (1-2 coats)



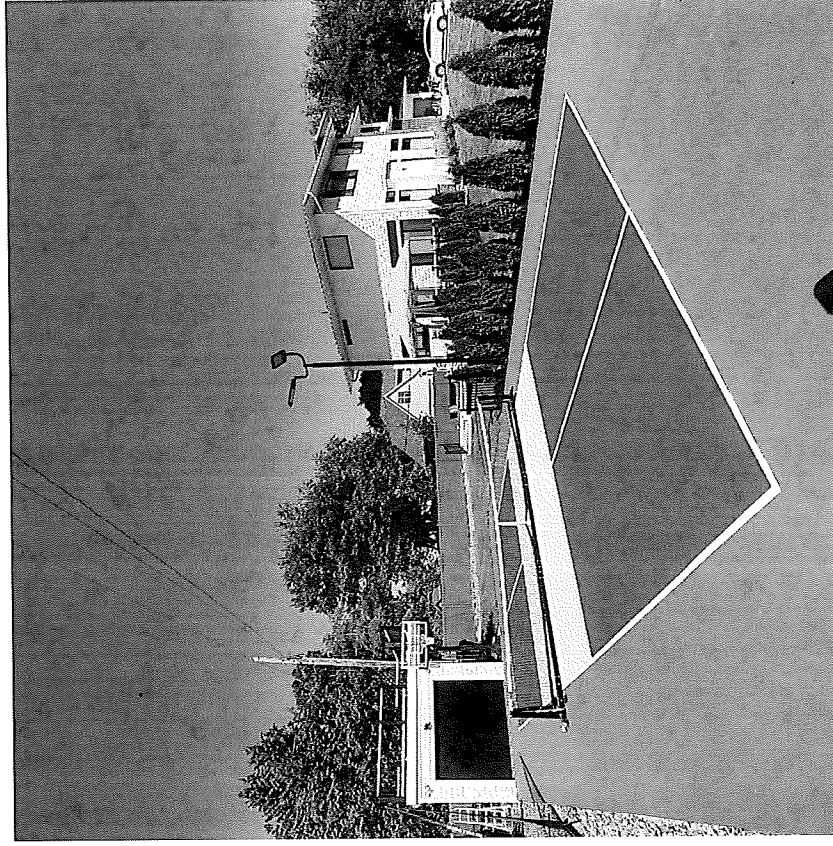
3. Color Coat Playing Area (2 Coats)



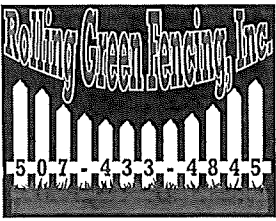
4. Color Coat Perimeter (2 coats)



5. Tape & Stripe Lines



Complete



### Contract

Rolling Green Fencing, Inc.  
2408 4th St NW  
Austin, MN 55912  
507-433-4845  
nickwangen@hotmail.com

#### Contact:

City of Mantorville Park & Rec  
Martha Vrieze  
(507) 383-2696  
Martha.vrieze@thrivent.com

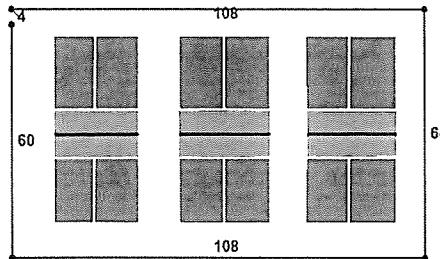
#### Estimate Info:

Date: 05/07/2025  
Estimate: City of Mantorville  
Park & Rec (Martha Vrieze)  
Rep: Nick Wangen  
Job #108

## Client Agreement

F&I 344 feet of 6' BK 8 Ga Fin 9 Ga Core Black Chain link with top & bottom rail & 1 - 4' wide Single Gate.

All posts are mounted to the concrete.



By signing this contract, you agree to the Terms & Conditions on the following pages.

Subtotal	\$17,942.00
<b>Grand Total</b>	<b>\$17,942.00</b>
Down Payment	\$10,765.00
Amount Due	\$7,177.00

I understand and agree with the enclosed contract.

\_\_\_\_\_  
Customer Name Date

\_\_\_\_\_  
Company Name Date