

**City of Mantorville  
Regular City Council Minutes  
May 19, 2025**



**1. Call to Order**

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

Present: Mayor Jeff Ingalls

Councilmembers:

Lynnette Nash  
Lyle Hoaglund  
Kim Boyum  
Jim Potter

Absent: None

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

**2. Pledge of Allegiance**

Everyone stood and recited the Pledge of Allegiance.

**3. Changes to the Agenda**

Property at 101 5<sup>th</sup> Street East added as New Business item 9C.

**4. Consent Agenda**

- A. Accounts Payable (Warrant List) for 5.19.25
- B. Council Meeting Minutes 4.28.25
- C. Approval of 321 5<sup>th</sup> Street West Rental Application
- D. County Commissioners Meeting Minutes 4.22.25
- E. Approval of Resolution 2025-23 Accepting a Donation to the City of Mantorville
- F. Approval of Limited Use Permit with MNDOT for placement of benches along HWY 57 sidewalks on Main Street and Resolution 2025-24
- G. Approval of the Fire Department Relief Lawful Gambling Permit for 2025
- H. Approval of Mantorville Fire Department Relief Temporary Liquor Permit for 2025

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

Motion carried: 5 ayes / 0 nays

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

No Items.

## **6. Public Concerns**

Bruce and Kristen Bordelon spoke to Council about the Model-T Club coming to Mantorville on July 25<sup>th</sup>. They said there will be around 200-220 cars in the group from all over the US and Canada. They will be visiting Wasioja, Oxbow Park, and then Mantorville. The Hubbell House is Catering a lunch for them at Riverside Park and Cabin Fever will be coming to play music in the bandshell. The Dodge County Posse will be helping to coordinate parking. The streets from 5<sup>th</sup> at the Post Office and then East to HWY 57, Clay Street to 4<sup>th</sup> Street, and Clay Street to HWY 57 will be closed from 11am-3pm.

Councilmember Nash motioned and Councilmember Potter seconded to approve the Street closings for the event.

Motion Carried: 5 ayes / 0 nays

## **7. Public Safety**

No Items.

## **8. Public Hearings**

The city council conducted a public hearing for the final plat tentatively called Eagle Meadows, which was originally named "Area 15" at the time of preliminary approval and proposes to subdivide Dodge County PID 250210401 into 35 residential lots and one outlot.

Councilmember Potter Motioned and Councilmember Nash seconded to open the Public Hearing at 6:43pm.

Motion carried: 5 ayes / 0 nays

Tony Bigelow with Bigelow Homes LLC said they would like to have lots for sale in the fall. They will be ½ - 1 acre in size. There will be a stormwater pond on the outlot. He requested that the City waive the Sewer Access Charges because they will be putting in a lift station to serve the development.

Bob Peterson, who lives in Rolling Hills, was wondering if the planned wells will be enough for the development. Mr. Bigelow said yes, they should.

Homeowners were also going to blacktop their section, but with the lift station going in in the fall, they will wait until after.

Becky Sherbring asked if the outlot will take all the run off, as there is a build up of dirt frequently on their property. Mr. Bigelow said the outlot will help with that. City Engineer Scott Huneke also agreed that this project will reduce that flow.

Mayor Ingalls asked for any other comments, seeing none,

Councilmember Hoaglund motioned and Councilmember Potter seconded to close the Public Hearing at 7:02pm.

Motion carried: 5 ayes / 0 nays

Huneke said that Bigelow Homes will put in all the infrastructure up to the property line, and the City will convey the waste.

Huneke said the engineers will inspect as the subdivision is going on.

Councilmember Nash motioned and Councilmember Potter seconded to table the discussion for the next Council meeting on June 9<sup>th</sup>.

Motion carried: 5 ayes / 0 nays

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

A. Approval of Concrete quote for the Pickleball Courts at Slingerland Park.

Councilmember Hoaglund moved and Councilmember Nash seconded to approve the Chuck Emanuel's quote of \$42,00 for the Pickleball Court concrete work.

Motion carried: 5 ayes / 0 nays

- B.** Approval of \$3,016 in the sign application to MNDOT for the braking signs while coming in to town.

Councilmember Nash moved and Councilmember Boyum seconded to approve the application to MNDOT with the cost of \$3,016 for the HWY signs.

Motion Carried: 5 ayes / 0 nays

County signs would cost \$2,550 and Council will hold of on this for now.

- C.** The building located at 101 5<sup>th</sup> Street has a wall that has creek water flowing underneath it at this point and there is a concern that it will fall into the creek and this is a large safety issue. The owner would also be responsible for all costs should this occur. Council also has concerns about what type of chemicals are being stored in the building.

Council directed City Clerk Lohrbach to consult with the City Attorney on next steps.

## **10. Tabled Items**

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

No motion was made to pull this item from the table.

- B.** Councilmember Nash motioned and Councilmember Boyum seconded to pull the discussion of the proposed streetlight across from Casey's off the table.

Motion carried: 5 ayes / 0 nays

Councilmember Hoaglund checked and said the Price for the light of \$14,596.89 from Xcel is not negotiable. He suggested we could look into trenching into the existing electrical at Riverside park.

Councilmember Hoaglund motioned and Councilmember Boyum seconded to table this item again.

Motion carried: 5 ayes / 0 nays

## **11. Reports**

- A. Public Works Report**

There were two basketball hoops ordered for the Riverside Park Basketball Courts, but it should have been 4. The Finance Committee approved ordering the second 2 hoops because the materials needed to be ordered right away for the project to move forward on time.

## **B. City Clerk Report**

- 1) Smith Schafer will be present at the June 9<sup>th</sup> meeting to present the City audit for year 2024.
- 2) A Public Hearing to approve the new fee schedule will be at the next meeting on June 9<sup>th</sup>.
- 3) Willing that all parties get their information to the City Clerk on time, Lohrbach will attempt to get the Council packets out earlier because of there now being only one Council meeting per month.
- 4) Lohrbach is still waiting on Revize to give her quotes on messaging services for the City. She will look into Mailchimp in the meantime because it may be free for the first 2,000 emails and then \$45.00 per month after that. Deputy Clerk Siewert is currently doing a great job of getting all upcoming Mantorville events and notices on the monthly water bills.
- 5) Tom Monson reported that all the press releases for the bandshell's Tuesday night music series have been done.
- 6) Deputy City Clerk Wendy Siewert has agreed to take the position of Deputy Clerk on a permanent basis.

Councilmember Boyum motioned and Councilmember Potter seconded to offer her the position at \$22.00 for her hourly wage.

Motion carried: 5 ayes / 0 nays

- 7) The Mantorville Chamber currently has an account to pay for the bandshell's advertising for the Tuesday night music series.

## **C. Consultant Report**

No Items

## **D. Committee Reports**

- 1) Chamber
  - Will no longer be doing the Haunted Hustle. Friends of Mantorville could maybe take this event over.
- 2) Economic Development Authority
- 3) Finance/Budget
- 4) Fire Department
- 5) Infrastructure
- 6) K-M Joint Powers

- Meeting is next month
- 7) Mantorville Restoration Association
  - Will be putting a new roof on the theatre. Spring Fling was slow this year because of the weather; it was cold.
- 8) Park Board
- 9) Personnel
- 10) Fire Department Relief
- 11) Township
- 12) Decorations
  - The flags are up and the look pretty sharp.
  - Now that we know what we can do according to the State of Minnesota, we can order the benches, flower pots, and garbage cans.

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

- Councilmember Boyum said that the Mantorville Community page continues to have lots of followers. She is still sharing all current City info on it.
- This week is EMS week.
- There will be Memorial day services at Riverside Park and at the Cemetery in Mantorville on Memorial Day, Monday May 26<sup>th</sup>.
- Councilmember Hoaglund suggested that the City should get more than one quote for electrical projects. He will check with Public Works Lead Joe Adams on this.

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

- Mayor Ingalls said that the City Public Works did a great job picking up all the brush last week.
- Mayor Ingalls asked about the I & I flows with the sewer area that Public Works is trying to fix. City Engineer Huneke said they are still waiting for the flows to come down to do any work.

### **12. Executive session**

No Items.

**13. Adjourn**

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

Motion Carried: 5 ayes / 0 nays

Meeting adjourned at 8:19pm.

Approved: July 14, 2025.

Gretchen Lohrbach  
City Clerk-Treasurer