

**City of Mantorville
Regular City Council Minutes
July 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
Jim Potter

Absent:

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

2. Pledge of Allegiance

Everyone stood and recited the Pledge of Allegiance.

3. Changes to the Agenda

4. Consent Agenda

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

- A. Accounts Payable (Warrant List) for 7.14.25
- B. County Commissioners Meeting Minutes 5.27.25
- C. County Commissioners Meeting Minutes 6.10.25
- D. County Commissioners Meeting Minutes 6.24.25
- E. Resolution 2025-26 Approving Fund Transfers for the Year 2024

- F. Approval of Mantorville Restoration Association Temporary Liquor License September 6 & 7
- G. Council Meeting Minutes 5.19.25
- H. Council Meeting Minutes 6.9.25
- I. Fire Department Meeting Minutes July 2025

Motion carried: 5 ayes / 0 nays

5. **Proclamations, Presentations and Recognitions**

6. **Public Concerns**

- A. Kim Ibach spoke to Council about his property located at 21 County Road 21 regarding a citizen complaint involving water run-off, paint for a garage, and trailers in the driveway.

Council determined that:

- The drainage is not violating Minnesota Drainage law, so it is a private drainage dispute.
- The trailers are on his property and are not violating any City Ordinance.
- Council gave him until October 1st to paint the garage.

- B. Pastor Johannes Marsland was asked about the RV parked at the church property, 515 Walnut Street, and if there is someone living there.

- Mantorville City Ordinances state that a person cannot occupy a RV in someone's parking area for more than 2 weeks at a time. He said that no one is living there and also responded to an inquiry on facebook that no one was living there. He said that people do stay there, but no longer than 2 weeks.
- Council asked if it is constantly occupied though, just with new people every two weeks. This is a gray area and City Clerk Lohrbach will consult with the City Attorney for clarification.

- C. People have been parking on Virgil Andrist's yard during Tuesday night music at Riverside Park, the ditch to the East of his driveway.

- Public Works Lead Adams with drive by and check on this tomorrow.

7. **Public Safety Update**

8. **Public Hearings**

9. **New Business**

- A. ATE Recreation's quote of \$18,293 for pickleball court surfacing was accepted by Council.
- B. Rolling Green's fencing quote of \$17,942 for pickleball fencing was accepted by Council.

Councilmember Nash moved and Councilmember Hoaglund seconded to approve both quotes from ATE Recreation and Rolling Green for surfacing and fencing at the pickleball court in Slingerland Park.

Motion carried: 5 ayes / 0 nays

10. Old Business

- A. Discussion of property owner's complaint about the Grinder Pump repairs located at 129 HWY 57.
 - The City Attorney was consulted and the City is not liable for these repairs. City Clerk Lohrbach will send a letter to the owner.
- B. Discussion of 101 5th Street East property.
 - The owner of the property has consulted Construction Management Services, the City's Building Inspector, and also the DNR, as this is an area with a public waterway. The DNR said the State would need to be involved and advised that he contact Dodge County. The County said they have some interest in mitigating the bank erosion taking place, but he is waiting for a report from them. He expects it will take some time to find an engineer for the project and do the necessary site visits and meetings with the DNR and Dodge County.
 - Council would like him to come to the August 11th Council Meeting with a concrete plan for the project.

11. Tabled Items

- A. Eagle Meadows Final Plat Approval and Developer Agreement

Motion was made by Councilmember Nash and seconded by Councilmember Potter to pull The Eagle Meadows final plat approval and Developer Agreement from the table.

Motion carried: 5 ayes / 0 nays

- Resolution 2025-25 Approving the final plat for Eagle Meadows within the City of Mantorville was approved.

Councilmember Potter moved and Councilmember Boyum seconded to approve Resolution 2025-25.

Motion carried: 5 ayes / 0 nays

- Councilmember Nash motioned and Councilmember Hoaglund seconded to approve the Development Agreement between the City of Mantorville and Bigelow Homes LLC for Eagle Meadows, subject to any revisions that are approved and recommended by the City Attorney.

Motion carried: 5 ayes / 0 nays

B. Street light on HWY 57 across from Casey's – not pulled from table

C. Councilmember Nash moved and Councilmember Boyum seconded to pull National Night Out from off the table.

Motion carried: 5 ayes / 0 nays

- Council decided on having Rookie the Clown, Cotton Candy from Green Shack, and Councilmember Nash will check with the Salvation Army on the possibility of them providing lemonade for the event. City Clerk Lohrbach will check with the Fire Department, Dodge Center Ambulance, and the Dodge County Sheriff's to see if they are available for the event. The event will be held Tuesday August 5th at 5:30pm – 7:00pm at Riverside Park in the North Shelter.

12. Reports

A. Public Works Report

- 1) There are Street Repair Recommendations for 2026 in the packet.
 - City Engineer Scott Huneke, with WHKS, will give Council a chart ranking the repairs that must be completed. Councilmember Potter would like to see a critical road list.
- 2) Public Works Lead Adams said the parks are being used heavily this year. Also, the Tuesday night music at the bandshell is drawing lots of people from different communities to Mantorville.
- 3) City Engineer Huneke will have lift station plans and quotes at the next Council meeting and will hold an infrastructure meeting another day before that. He believes we will save money if we run the lift stations in a series instead of individually. Mayor Ingalls would also like to know if the generator for the lift station could also run power at City Hall for Fire Department needs, etc. Huneke will look into this.

- 4) The I & I flows still need to come down before they can do the dewatering in the area where it is running into the sanitary sewer.

B. City Clerk Report

- 1) The land donation to the City of Mantorville from the Kracht Family Trust is completed and the application for tax exemption has been successfully submitted.
- 2) The annual cash management audit is completed and went well.
- 3) The audit for year 2024 for the City is now completed and all journal entries recommended by the auditor have been done.
- 4) City Clerk Lohrbach is in the process of applying for the WEX fleet cards for City staff and the Fire Department.
- 5) City Clerk Lohrbach said that we have waived the temporary liquor license application for the MRA in previous years. She would like it waived again this year.

Councilmember Potter motioned and Councilmember Boyum seconded to waive the fee for this year.

Motion carried: 3 ayes / 0 nays, Councilmembers Nash and Hoaglund abstained from the vote as they are both members of the MRA

- 6) City Clerk Lohrbach will look into how the social district was done for Marigold Days last year and draw up a resolution.

C. Consultant Report

Nothing else in addition to what was discussed previously.

D. Committee Reports

- 1) Chamber
 - The Haunted Hustle for Fall Festival is discontinued at this time. They are coming up with a catch phrase for Christmastime in Kasson and Mantorville. They received a \$2,000 grant to help with promoting the event.
- 2) Economic Development Authority
 - Meets Wednesday this week.
- 3) Finance/Budget
- 4) Fire Department
- 5) Infrastructure
 - A meeting needs to be scheduled.
- 6) Kasson Mantorville Joint Powers

- Was a quick meeting. Basketball court for Riverside Park's numbers were updated.
- 7) Mantorville Restoration Association
 - Meets on July 21st.
 - 8) Park Board
 - Banners for the ballfield fence were discussed. Polymetal was suggested. Deputy Clerk Siewert will look into the City's sign ordinances.
 - 9) Personnel
 - 10) Fire Relief
 - 11) Township
 - 12) Decorations

E. Councilmember Reports

- Councilmember Potter motioned and Councilmember Boyum seconded to allow exclusive use of Riverside Park for the Marigold Days event. Motion carried: 3 ayes / 0 nays, Councilmembers Nash and Hoaglund abstained as they are both members of the MRA.
- Councilmember Potter motioned and Councilmember Boyum seconded to approve Fireworks for Saturday night on Goat Island at 8:30pm, having Sunday as a rain date.

Motion carried: 3 ayes / 0 nays, Councilmembers Nash and Hoaglund abstained as they are both members of the MRA.
- Councilmember Potter will check with Virgil Andrist and Jessica Bradford as far as the parking on the grass along 3rd Street for the Tuesday night music events at Riverside Park.
- Councilmember Boyum said that the Model-T car event in Mantorville is on the 25th. Councilmember Nash suggested blocking off the roads right after breakfast time.
- Councilmember Nash said that the Hometown Heros banners have been hung up on the light posts along HWY 57.
- Councilmember Nash said the garbage cans for HWY 57 have been ordered and they were a budget item. The benches will be ordered and the checks for them will be written to the City of Mantorville. City Clerk Lohrbach will bring a resolution forward for Council when this happens.
- Councilmember Nash would like the Fire Department to give some updates at the next Council Meeting. Lohrbach will reach out to them.

F. Mayor's Report

- Mayor Ingalls will be absent for the milking contest at the fair this year. Councilmember Boyum volunteered to take his place.

13. Executive session

No Items

14. Adjourn

Motion was made by Councilmember Nash and seconded by Councilmember Potter to adjourn the meeting at 8:50pm.

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

Approved: August 11, 2025.

Gretchen Lohrbach
City Clerk-Treasurer