



Trail to the Past. Road to the Future.

CITY COUNCIL MEETING
MUNICIPAL COUNCIL CHAMBERS
21 5TH STREET E, MANTORVILLE, MN 55955
MONDAY, December 8, 2025 - 6:30pm

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Changes to Agenda**
- 4. Consent Agenda ****
 - A.** Accounts Payable (Warrant List) for 12.8.25
 - B.** County Commissioners Meeting Minutes 10.28.25
 - C.** County Commissioners Meeting Minutes 11.12.25
 - D.** Fire Department Meeting Minutes December 2025
 - E.** Council Special Meeting Minutes 10.27.25
 - F.** Council Minutes 11.10.25
 - G.** Council Special Meeting Minutes 11.24.25
 - H.** Liquor License Renewals for 2026
 1. Mantorville Saloon 2026 Renewal, 501 Main St. N., Resolution 2025-38
 2. Mantorville Saloon 2026 Renewal, 509 Main St. N., Resolution 2025-39
 - I.** Resolution 2025-40 Certifying Unpaid Utility Bills Charges to the Dodge County Auditor
 - J.** Resolution 2025-41 Accepting a Donation to the City of Mantorville – A reflective vest and gloves from Gary Rustin
 - K.** Resolution 2025-42 Approving the Delegation of Authority for Paying Claims Through Month End 2025
- 5. Proclamations, Presentations and Recognitions**
 - A.** Proclamation for Leila Galloway for her success at the State Powerlifting Competition in November 2025.
- 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, and remain under the five-minute allotted time limit. 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.** Sheriff's Report November 2025
 - B.** Fire Department Report
 1. Acceptance of Don Hofstad's Retirement after 23 years of service **
 2. Acceptance of Annika Hofstad's resignation after 3 years of service **

8. Public Hearing

9. New Business

- A. Brandon Kester – Possible Golf Course Annexation Update
- B. Discussion of possible stop signs at the intersection of 8th Street East and Blanch Street, on the North and South side of the road.
- C. Truth in Taxation Meeting and Public Input on Final General Budget and Levy for 2026
 - 1. Approval of Final 2026 General Budget **
 - 2. Resolution 2025-43 Adopting the Final Tax Levy Collectible in the Year 2026 **
 - 3. Resolution 2025-44 Setting the Monthly Water and Sewer Rates for Year 2026 **
 - 4. Approval of Final Enterprise Budgets for year 2026 **

10. Old Business

- A. Discussion of property at 101 5th Street East

11. Tabled Items

- A. Streetlight on HWY 57 across from Casey's

12. 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, FD Relief, Township, Decorations
- E. Councilmember Reports
- F. Mayor's Report

13. Executive Session - Closed

- A. Personnel Committee's Staff Evaluations

14. Adjourn **

<i>Upcoming Meetings and Events in Mantorville:</i>		
<i>November 24, 2025</i>	<i>6:30pm</i>	<i>City Council Special Budget Meeting</i>
<i>November 25, 2025</i>	<i>6:30pm</i>	<i>Parks & Rec Final 2025 Meeting, Next meeting is March 2026</i>
<i>Nov. 27 & 28, 2025</i>	<i>All Day</i>	<i>Thanksgiving Holiday</i>
<i>December 3, 2025</i>	<i>7:30pm</i>	<i>Fire Department General Meeting</i>
<i>December 8, 2025</i>	<i>6:30pm</i>	<i>City Council Regular & Truth in Taxation Meeting</i>
<i>December 15, 2025</i>	<i>6:30pm</i>	<i>EDA Regular Meeting</i>
<i>December 25, 2025</i>	<i>All Day</i>	<i>Christmas Holiday</i>
<i>January 7, 2026</i>	<i>7:30pm</i>	<i>Fire Department General Meeting</i>
<i>January 12, 2026</i>	<i>6:30pm</i>	<i>City Council Regular 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 meeting and community events in Mantorville.</i>		

**** Council Action Item**

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Payments

Current Period: December 2025

Payments Batch 120825PAY

\$86,382.63

Refer	0	US POSTAL SERVICE	Ck# 006752 12/8/2025		
Cash Payment	E 604-43150-352	Publishing	Water Bill Postage 12.01.2025		\$10.80
Invoice					
Cash Payment	E 601-49400-430	Miscellaneous	Water Bill Postage 12.01.2025		\$114.70
Invoice					
Cash Payment	E 602-49450-437	Other Miscellaneous	Water Bill Postage 12.01.2025		\$144.50
Invoice					
Transaction Date	12/4/2025		MBT Bank Checking 10100	Total	\$270.00
Refer	0	US POSTAL SERVICE	Ck# 006753 12/8/2025		
Cash Payment	E 604-43150-352	Publishing	Water Bill Postage 12.01.2025		\$4.88
Invoice					
Cash Payment	E 601-49400-430	Miscellaneous	Water Bill Postage 12.01.2025		\$37.82
Invoice					
Cash Payment	E 602-49450-437	Other Miscellaneous	Water Bill Postage 12.01.2025		\$79.30
Invoice					
Transaction Date	12/4/2025		MBT Bank Checking 10100	Total	\$122.00
Refer	0	WEX BANK	-		
Cash Payment	E 101-43100-212	Motor Fuels	Fuel Purchases Oct 26 - Nov 25		\$124.03
Invoice	108867824	12/8/2025			
Cash Payment	E 101-43125-212	Motor Fuels	Fuel Purchases Oct 26 - Nov 25		\$62.02
Invoice	108867824	12/8/2025			
Transaction Date	12/4/2025		MBT Bank Checking 10100	Total	\$186.05
Refer	0	LINDE GAS & EQUIPMENT, INC.	-		
Cash Payment	E 101-43100-200	Supplies	Cylinder Lease for Year 2026		\$164.17
Invoice	53051518	12/8/2025			
Transaction Date	12/4/2025		MBT Bank Checking 10100	Total	\$164.17
Refer	0	SL CONTRACTING, INC	-		
Cash Payment	E 101-43100-224	Street Maint Materials	2025 Fall Street Sweeping		\$1,000.00
Invoice	15045	12/8/2025			
Transaction Date	12/4/2025		MBT Bank Checking 10100	Total	\$1,000.00
Refer	0	REINDERS	-		
Cash Payment	E 101-45200-200	Supplies	Lawn Seed Mix		\$135.00
Invoice	3700078-00	12/8/2025			
Transaction Date	12/4/2025		MBT Bank Checking 10100	Total	\$135.00
Refer	0	HAWKINS, INC	-		
Cash Payment	E 601-49400-216	Chemicals and Chem Pr	150 lb Chlorine Cylinder		\$10.00
Invoice	7256819	12/8/2025			
Transaction Date	12/4/2025		MBT Bank Checking 10100	Total	\$10.00
Refer	0	RONCO ENGINEERING SALES	-		
Cash Payment	E 101-43125-404	Repairs/Maint Machiner	for Snow Removal		\$116.45
Invoice	3414514	12/8/2025			
Transaction Date	12/4/2025		MBT Bank Checking 10100	Total	\$116.45
Refer	0	GOPHER STATE ONE CALL	-		

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Payments

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Cash Payment	E 601-49400-300	Professional Srvs (GEN	Locates for November	\$4.25
Invoice	5110577	12/8/2025		
Cash Payment	E 602-49450-300	Professional Srvs (GEN	Locates for November	\$7.90
Invoice	5110577	12/8/2025		
Transaction Date	12/4/2025	MBT Bank Checking	10100	Total \$12.15
Refer	0	LRS OF MINNESOTA, LLC	-	
Cash Payment	E 101-41940-384	Refuse/Garbage Dispos	Services for 2025 December	\$150.84
Invoice	UB656854	12/8/2025		
Cash Payment	E 101-42200-384	Refuse/Garbage Dispos	Services for 2025 December	\$29.24
Invoice	UB656854	12/8/2025		
Transaction Date	12/4/2025	MBT Bank Checking	10100	Total \$180.08
Refer	0	pioneer athletics	-	
Cash Payment	E 101-45200-200	Supplies	Quick Stripe Arctic White, Bristle Anchor Foam Plug	\$286.16
Invoice	INV-277903	12/8/2025		
Transaction Date	12/4/2025	MBT Bank Checking	10100	Total \$286.16
Refer	0	EARLS SMALL ENGINE REPAIR	-	
Cash Payment	E 101-45200-404	Repairs/Maint Machiner	18" & 25" Saw Chains and File packs	\$123.92
Invoice	HELD112525	12/8/2025		
Transaction Date	12/4/2025	MBT Bank Checking	10100	Total \$123.92
Refer	0	SL CONTRACTING, INC	-	
Cash Payment	E 602-49450-570	Capital Outlay	2025 Sanitary Sewer Work, Dewatering Sump	\$3,900.00
Invoice	15040	12/8/2025		
Transaction Date	12/4/2025	MBT Bank Checking	10100	Total \$3,900.00
Refer	0	ZIEGLER, INC.	-	
Cash Payment	E 101-43125-404	Repairs/Maint Machiner	Hydo Adv Part	\$118.64
Invoice	IN002176451	12/8/2025		
Transaction Date	12/4/2025	MBT Bank Checking	10100	Total \$118.64
Refer	0	ELLINGSON COMPANIES	-	
Cash Payment	E 602-49450-570	Capital Outlay	Lining for Dewatering	\$21,450.00
Invoice	39508	12/8/2025		
Transaction Date	12/4/2025	MBT Bank Checking	10100	Total \$21,450.00
Refer	0	MENARDS - ROCHESTER NORTH	-	
Cash Payment	E 101-43100-240	Tools and Minor Equipm	Battery Charger & 3.5 gal Menards Pail 11.20.2025	\$61.94
Invoice	78382	12/8/2025		
Transaction Date	12/4/2025	MBT Bank Checking	10100	Total \$61.94
Refer	0	NAPA	-	
Cash Payment	E 101-43100-228	Equip. Repair and Maint	Mobil 1 & Napa Oil, FHP Powerated Belt	\$98.66
Invoice	512137	12/8/2025		
Cash Payment	E 101-43100-228	Equip. Repair and Maint	Oil Filters and Oil 10W30 & 5W30	\$262.39
Invoice	511995	12/8/2025		
Cash Payment	E 101-45200-404	Repairs/Maint Machiner	Wet Wax 26 oz	\$15.49
Invoice	512035	12/8/2025		
Cash Payment	E 101-43125-404	Repairs/Maint Machiner	Intermix, Masterblend Aerosol, Gorilla Glue	\$91.45
Invoice	512275	12/8/2025		

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Transaction Date	12/4/2025	MBT Bank Checking	10100	Total	\$467.99
Refer	0 <u>LAWSON PRODUCTS, INC</u>	-			
Cash Payment	E 101-45200-200 Supplies	Luxury Foam Soap			\$184.64
Invoice	9313019393	12/8/2025			
Transaction Date	12/4/2025	MBT Bank Checking	10100	Total	\$184.64
Refer	0 <u>SOUTHEAST SERVICE COOPERAT</u>	<u>Ck# 006754 12/8/2025</u>			
Cash Payment	G 101-21706 Hospitalization/Medical Ins	Services for December 2025			\$3,534.48
Invoice					
Transaction Date	12/4/2025	MBT Bank Checking	10100	Total	\$3,534.48
Refer	0 <u>MN PERA</u>	<u>Ck# 006755 12/8/2025</u>			
Cash Payment	G 101-21704 PERA	PR 24 2025			\$1,487.73
Invoice					
Transaction Date	12/4/2025	MBT Bank Checking	10100	Total	\$1,487.73
Refer	0 <u>MINNESOTA REVENUE</u>	<u>Ck# 006756 12/8/2025</u>			
Cash Payment	G 101-21702 State Withholding	PR 24 2025			\$475.19
Invoice					
Transaction Date	12/4/2025	MBT Bank Checking	10100	Total	\$475.19
Refer	0 <u>INTERNAL REVENUE SERVICE</u>	<u>Ck# 006757 12/8/2025</u>			
Cash Payment	G 101-21703 FICA Tax Withholding	PR 24 2025			\$1,203.78
Invoice					
Cash Payment	G 101-21709 Medicare	PR 24 2025			\$281.52
Invoice					
Cash Payment	G 101-21701 Federal Withholding	PR 24 2025			\$876.68
Invoice					
Transaction Date	12/4/2025	MBT Bank Checking	10100	Total	\$2,361.98
Refer	0 <u>PAYMENT SERVICE NETWORK, IN</u>	<u>Ck# 006758 12/8/2025</u>			
Cash Payment	E 601-49400-300 Professional Svcs (GEN	November Service			\$91.96
Invoice	318668	12/8/2025			
Cash Payment	E 602-49450-300 Professional Svcs (GEN	November Service			\$170.79
Invoice	318668	12/8/2025			
Transaction Date	12/4/2025	MBT Bank Checking	10100	Total	\$262.75
Refer	0 <u>CASEYS BUSINESS MASTERCARD</u>	-			
Cash Payment	E 101-42200-212 Motor Fuels	Fuel from 10/18/2025 - 11/17/2025			\$240.99
Invoice	Nov	12/8/2025			
Transaction Date	12/4/2025	MBT Bank Checking	10100	Total	\$240.99
Refer	0 <u>JACOBSEN LAW FIRM, P.A.</u>	-			
Cash Payment	E 101-41600-304 Legal Fees	Services for November 2025			\$1,092.00
Invoice	4852	12/8/2025			
Transaction Date	12/4/2025	MBT Bank Checking	10100	Total	\$1,092.00
Refer	0 <u>KENNEDY & GRAVEN, CHARTERE</u>	-			
Cash Payment	E 101-41600-304 Legal Fees	Services for November 2025			\$102.00
Invoice	190893	12/8/2025			
Transaction Date	12/4/2025	MBT Bank Checking	10100	Total	\$102.00
Refer	0 <u>CITY OF KASSON</u>	-			

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Cash Payment	E 602-49450-601	Debt Srv Bond Principal	3rd Qtr Wastewater Treatment		\$25,478.00
Invoice	10142025	12/8/2025			
Transaction Date	12/4/2025	MBT Bank Checking	10100	Total	\$25,478.00
Refer	0	MN DEPARTMENT OF HEALTH	-		
Cash Payment	E 601-49400-441	MDH FEE	Qtr 3 MDH Fee		\$1,025.46
Invoice	12/08/25	12/8/2025			
Transaction Date	12/4/2025	MBT Bank Checking	10100	Total	\$1,025.46
Refer	0	AFLAC	-		
Cash Payment	G 101-21710	AFLAC	Nov 8 Billing 2025		\$32.00
Invoice	943930	12/8/2025			
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total	\$32.00
Refer	0	ON-SITE COMPUTERS, INC	-		
Cash Payment	E 101-41500-300	Professional Srvs (GEN	Services for November 2025		\$316.80
Invoice	CW104122	12/8/2025			
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total	\$316.80
Refer	0	LOHRBACH, GRETCHEN	-		
Cash Payment	E 604-43150-352	Publishing	Reimbursement for Stamps for Sept water bills		\$12.33
Invoice	8/29/25	12/8/2025			
Cash Payment	E 601-49400-430	Miscellaneous	Reimbursement for Stamps for Sept water bills		\$95.54
Invoice	8/29/25	12/8/2025			
Cash Payment	E 602-49450-437	Other Miscellaneous	Reimbursement for Stamps for Sept water bills		\$200.33
Invoice	8/29/25	12/8/2025			
Cash Payment	E 101-41500-322	Postage	Reimbursement for Stamps for Sept water bills		\$43.80
Invoice	8/29/25	12/8/2025			
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total	\$352.00
Refer	0	NCPERS GROUP LIFE INS.	-		
Cash Payment	G 101-21711	Life Insurance Payable	Coverage for Dec 2025		\$32.00
Invoice	608900122025	12/8/2025			
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total	\$32.00
Refer	0	CMS - CONSTRUCTION MGMT. SE	-		
Cash Payment	E 101-42400-300	Professional Srvs (GEN	Fees for October 2025		\$284.00
Invoice	817-254968-10	12/8/2025			
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total	\$284.00
Refer	0	LINCOLN NATIONAL LIFE INSURA	-		
Cash Payment	G 101-21711	Life Insurance Payable	December Coverage 2025		\$207.15
Invoice	4901999492	12/8/2025			
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total	\$207.15
Refer	0	DELTA DENTAL	-		
Cash Payment	G 101-21708	Dental Insurance	December Coverage		\$168.88
Invoice	RIS0006701991	12/8/2025			
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total	\$168.88
Refer	0	HEROLD FLAGS	-		
Cash Payment	E 101-45200-200	Supplies	US Flags & State Flags		\$249.75
Invoice	16050	12/8/2025			
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total	\$249.75

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Refer	0	MIDWEST MACHINERY COMPANY	-		
Cash Payment	E 101-45200-404	Repairs/Maint Machiner	Ag Green Spray, Cool-Gard Premix, Mower Blade	\$232.07	
Invoice	10716712	12/8/2025			
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total	\$232.07
Refer	0	WARSAW SOLAR, LLC	-		
Cash Payment	E 101-41940-380	Utility Services	October Power Sales	\$483.07	
Invoice	2511-6994D	12/8/2025			
Cash Payment	E 101-42200-380	Utility Services	October Power Sales	\$332.11	
Invoice	2511-6994D	12/8/2025			
Cash Payment	E 603-45183-381	Electric Utilities	October Power Sales	\$120.77	
Invoice	2511-6994D	12/8/2025			
Cash Payment	E 602-49450-380	Utility Services	October Power Sales	\$603.84	
Invoice	2511-6994D	12/8/2025			
Cash Payment	E 601-49400-380	Utility Services	October Power Sales	\$422.69	
Invoice	2511-6994D	12/8/2025			
Cash Payment	E 101-43160-381	Electric Utilities	October Power Sales	\$1,056.70	
Invoice	2511-6994D	12/8/2025			
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total	\$3,019.18
Refer	0	BADGER METER	-		
Cash Payment	E 601-49400-300	Professional Srvs (GEN	November Services	\$152.99	
Invoice	80218287	12/8/2025			
Cash Payment	E 602-49450-300	Professional Srvs (GEN	November Services	\$284.11	
Invoice	80218287	12/8/2025			
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total	\$437.10
Refer	0	DODGE COUNTY SHERIFF	-		
Cash Payment	E 101-42100-310	Other Professional Servi	Service for December 2025	\$9,195.33	
Invoice	Dec2025	12/8/2025			
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total	\$9,195.33
Refer	0	NASH, LYNETTE	-		
Cash Payment	E 101-43100-570	Capital Outlay	Reimbursement for Metal MN Signs for Planters	\$220.00	
Invoice	12/03/25	12/8/2025	Project 24-003		
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total	\$220.00
Refer	0	MINNESOTA POLLUTION CONTRO	-		
Cash Payment	E 602-49450-208	Training, Mileage	Wastewater Certification Renewal for 2026	\$23.00	
Invoice	Joe2026	12/8/2025			
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total	\$23.00
Refer	0	BECKLEYS OFFICE PRODUCTS	-		
Cash Payment	E 101-41500-300	Professional Srvs (GEN	Onsite Document Destruction	\$46.50	
Invoice	119324	12/8/2025			
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total	\$46.50
Refer	0	MN DEPARTMENT OF HEALTH	-		
Cash Payment	E 601-49400-208	Training, Mileage	Water Supply System Operator Renewal Application	\$23.00	
Invoice	Joe2026	12/8/2025			
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total	\$23.00
Refer	0	ALERT-ALL CORP	-		

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Cash Payment	E 101-42200-437	Other Miscellaneous	Finance Charge for overdue balance 10/7/2025	\$19.32
Invoice	225090876-2	12/8/2025		
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total \$19.32
Refer	0	MED COMPASS	-	
Cash Payment	E 101-42200-437	Other Miscellaneous	Mobile Health Services for FD	\$2,620.00
Invoice	48547	12/8/2025		
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total \$2,620.00
Refer	0	FIRE SAFETY USA, INC	-	
Cash Payment	E 101-42200-228	Equip. Repair and Maint	Annual Fire Pump Service	\$1,896.20
Invoice	208540	12/8/2025		
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total \$1,896.20
Refer	0	FIRE SAFETY USA, INC	-	
Cash Payment	E 101-42200-228	Equip. Repair and Maint	2008 Eagle Air Compressor	\$935.99
Invoice	208527	12/8/2025		
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total \$935.99
Refer	0	VOLUNTEER FIREFIGHTERS BENE	-	
Cash Payment	E 101-42200-130	Insurance	Annual Renewal	\$190.00
Invoice	2026	12/8/2025		
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total \$190.00
Refer	0	LUCAS, RUSS	-	
Cash Payment	E 101-42200-228	Equip. Repair and Maint	Menard's Shed Roof Supplies	\$21.58
Invoice	11/10/25	12/8/2025		
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total \$21.58
Refer	0	VERIZON WIRELESS	-	
Cash Payment	E 101-42200-321	Communications Phone/	Service from Sept 24 - Oct 23, 2025	\$94.64
Invoice	6126814838	12/8/2025		
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total \$94.64
Refer	0	MSFDA - REGION 15	-	
Cash Payment	E 101-42200-433	Dues and Memberships	2026 MSFDA Membership Dues	\$175.00
Invoice	2026	12/8/2025		
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total \$175.00
Refer	0	MINNESOTA DEPARTMENT OF HE	-	
Cash Payment	E 101-46500-437	Other Miscellaneous	Stagecoach Days Food License for 2026	\$130.00
Invoice	Stagecoach2026	12/8/2025		
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total \$130.00
Refer	0	KMTELECOM	-	
Cash Payment	E 101-41940-321	Communications Phone/	CITY HALL MAIN 5170	\$129.90
Invoice	10294195	12/8/2025		
Cash Payment	E 101-41940-321	Communications Phone/	CITY HALL - 5176 - 2ND LINE	\$20.91
Invoice	10294195	12/8/2025		
Cash Payment	E 101-42200-321	Communications Phone/	FD 5440	\$25.90
Invoice	10294195	12/8/2025		
Cash Payment	E 101-41940-321	Communications Phone/	STREETS - SHOP 5119	\$90.89
Invoice	10294195	12/8/2025		
Cash Payment	E 601-49400-321	Communications Phone/	WATER TOWER ALARM 3588	\$46.64
Invoice	10294195	12/8/2025		

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Cash Payment	E 602-49450-321	Communications Phone/ LIFT STATION ALARM 5066			\$36.64
Invoice	10294195	12/8/2025			
Cash Payment	E 602-49450-321	Communications Phone/ WWTP 5463 ALARM			\$36.64
Invoice	10294195	12/8/2025			
Cash Payment	E 101-41940-321	Communications Phone/ LONG DISTANCE/TAXES/FEES			\$5.85
Invoice	10294195	12/8/2025			
Cash Payment	E 601-49400-321	Communications Phone/ NEW WELL HOUSE FIBER			\$25.00
Invoice	10294195	12/8/2025			
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total	\$418.37
Refer	0	MINNESOTA DEPARTMENT OF HE			
Cash Payment	E 603-45183-210	Tax and Licensing	2026 License Renewal - RV Park		\$193.00
Invoice	RVPark2026	12/8/2025			
Transaction Date	12/5/2025	MBT Bank Checking	10100	Total	\$193.00

Fund Summary

	10100 MBT Bank Checking	
101 GENERAL FUND		\$31,575.75
601 WATER FUND		\$2,050.05
602 SEWER FUND		\$52,415.05
603 RV PARK		\$313.77
604 STORM SEWER FUND		\$28.01
		\$86,382.63

Pre-Written Checks	\$8,514.13
Checks to be Generated by the Computer	\$77,868.50
Total	
	\$86,382.63

UNAPPROVED MINUTES OF THE DODGE COUNTY BOARD OF COMMISSIONERS REGULAR MEETING HELD OCTOBER 28, 2025
--

Chair

Convene County Board Meeting

The Dodge County Commissioners met in regular session October 28, 2025, in the Commissioner's 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 Peterson to approve and adopt the agenda as presented.

Motion Adopted [Unanimous]

Consent Agenda

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

Motion Adopted [Unanimous]

- 1.1. Committee of the Whole - Committee Meeting - Oct 14, 2025 9:00 AM
- 1.2. Board of Commissioners - Regular Meeting - Oct 14, 2025 9:30 AM

Jim Elmquist, County Administrator**Bills Reviewed**

Mr. Elmquist 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	\$	135,148.96
13	Road and Bridge Fund	\$	62,942.58
16	Environmental Quality Fund	\$	14,470.66
52	The Midway	\$	174.00
	Total	\$	212,736.20

Motion Adopted [Unanimous]

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

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

Motion by Allen seconded by Tjosaas to approve the following personnel actions:

A. Administration

- A.1 Jacob Petersen - Veterans Services Officer
Step increase from C41 step 6 \$33.47 to C41 step 5 \$34.48.
Effective Date: 10/23/25

B. Sheriff's Office

- B.1 Kamren Lodermeier - 911 Dispatcher
No longer employed.
Effective Date: 10/12/25
- B.2 911 Dispatcher
Authorization to post and fill vacancy.
Effective Date: 10/28/25
- B.3 Stephanie Miner - Deputy
Step increase from C41 step 4 \$36.58 to C41 step 5 \$37.66.
Effective Date: 08/27/25

C. Land Records

- C.1 Kelly Hendrickson - Recorder Office Supervisor
No longer employed.
Effective Date: 10/30/25
- C.2 Recorder Office Supervisor
Authorization to post and fill vacancy.
Effective Date: 10/28/25

Motion Adopted [Unanimous]

Scott Rose, Sheriff**New Hire to Backfill Upcoming Retirement**

Sheriff Rose informed the Board that Deputy Mark Dyshaw has announced his retirement in early 2026. He will retire at the end of April marking 22 years of service with our county. The Sheriff noted Deputy Dyshaw has been an incredible asset to this agency, and they are both happy and sad to see him retire. Deputy Dyshaw and the Sheriff went to college together for law enforcement as second careers, so they've literally been together since the beginning, which makes Mark's retirement bittersweet.

With Deputy Dyshaw's vacancy the Sheriff's Office does not have anyone on staff who can move up to full-time status as they have in the past, so for the first time in a long time they will be posting externally for the position.

The Sheriff noted that it takes 12-14 weeks to train a new Deputy through their required Field Training Program. Sheriff Rose would like to try and get someone hired and ready to train 14 weeks prior to Mr. Dyshaw's last day so they can plug the new Deputy in right away and avoid any overtime. In the past, they've not hired until the departing Deputy's last day. They've also had the luxury in the past of having part-time Deputies who could help cover shifts. They don't have that anymore. To cover Deputy Dyshaw's shift for the 12-14 weeks could cost up to \$29k in overtime. That is in addition to the hourly rate being paid to the Deputy being trained. The Sheriff's Office can save that overtime by having their Deputy trained ahead of time and ready to go when Deputy Dyshaw is done.

The big question mark here is - can they find qualified applicants? The Sheriff reported that surrounding agencies have had positions open for months to find quality applicants. He's hoping that it doesn't take that long for them to find a replacement.

The following was proposed to facilitate Deputy Dyshaw's replacement:

- Post in November for an eligibility list for a full-time deputy.
- Interview and make an offer in December (hoping they get quality applicants).
- Background process will take 2-4 weeks.
- Start the training process in January.
- As long as the new candidate successfully completes the training program, they'll then move him/her to full-time status.

Sheriff Rose stated that they are fortunate Deputy Dyshaw has provided ample notice, allowing time to find and train a replacement. He noted that several factors need to align to make this possible before Deputy Dyshaw's departure-most importantly, finding a qualified candidate during this period. Sheriff Rose emphasized that he will not lower the department's standards to fill the position, as some other agencies have done. The Sheriff reported his department has

excellent staff and he does not want to do anything that would jeopardize that quality.

Sheriff Rose stated he is hoping the Board will support this effort to hire early so they can be fully staffed and ready to go this spring.

Commissioner Peterson discussed the Board's desire to keep costs down, noting that they are facing a challenging budget for 2026. He reiterated that the Board remains committed to keeping costs down wherever possible.

Sheriff Rose expressed concern that delaying the hiring process which could lead to increased overtime expenses later.

Commissioner Peterson stated that he would prefer the Sheriff not fill the vacancy through the use of overtime.

The Sheriff informed the Board that the department does not have enough staff available to rearrange shifts to cover open positions without adding additional personnel.

Discussion was held regarding overtime concerns and the training process for new Deputies.

Sheriff Rose stated that the individual hired will need to complete Dodge County's Field Training Program. He recommended hiring a replacement before Deputy Dyshaw's retirement in order to avoid incurring significant overtime expenses.

Commissioner Tjosaas stated that he agreed with Sheriff Rose's plan and felt it made sense as presented.

Commissioner Allen stated that he was supportive of the request, provided the expense of hiring a replacement could be covered within the existing budget.

Motion by Kenworthy seconded by Peterson to approve and authorize the Sheriff to move forward with his recommendations for filling the Deputy Sheriff position that will be vacated in April 2026 when Deputy Dyshaw retires.

Motion Adopted [Unanimous]

Ryan Hodgman, Gopher State Tractor Pullers Representative

Gopher State Garden Tractor Pullers Use of the Midway

Ryan Hodgman representing the Gopher State Garden Tractor Pullers met with the Board to discuss a request to use The Midway at a reduced rate for their year-end banquet. It was noted that the Gopher State Garden Tractor Pullers have been incorporated since 1984.

They are a non-profit organization, which operates on club membership dues, class entry fees and the fee charged for providing entertainment. Their club originated in the small southern Minnesota community of Spring Valley. The original organization was sponsored by the local high school Future Farmers of America, which in those days used tractors that were strictly stock lawn tractors. The competition came from one puller bragging that his tractor could out pull everyone else's. To put an end to this boasting, the tractors were hooked to a flat sled weighted by volunteers. Each person jumped on as the sled was pulled down the track to increase the weight, which required more traction to move the sled. Thus a winner was determined by the tractor that could pull the most weight the farthest.

The Gopher State Garden Tractor Pullers (GSGTP) Club specializes in a competitive motor sport called tractor pulling. All vehicles are modified garden tractors, making it fun, fast, and accessible. Their club works with communities across Minnesota and Wisconsin to host events to entertain and foster healthy competition each summer. GSGTP has held more than 80 events since 2019, with more than 103 member tractors, and over 2,437 hooks.

Mr. Hodgman informed the Board that the Gopher State Garden Tractor Pullers group has requested a reduction in the rental fee for use of The Midway to host their annual year-end awards banquet. Last year, the awards banquet was held in Lakeville, but the group would like to give back to the communities where they hold their events and where some of their members reside. They also expressed a desire to find a more centralized location for the awards banquet.

Commissioner Peterson asked what rental rate the group was proposing for use of the facility.

Ryan Hodgman had heard that there was a possibility of using the building for free.

Commissioner Peterson informed Mr. Hodgman that he was misinformed, noting that the County Board has previously decided not to allow any non-profit groups to use the building free of charge.

Commissioner Allen asked Mr. Hodgman what the group is currently paying to rent other facilities for their awards banquet.

Mr. Hodgman stated that expenses for the banquet hall rental, hotel, and food exceed \$1,000. He noted that the organization is relatively small and relies primarily on entry fees for its income.

Commissioner Toquam noted that allowing the event could provide valuable exposure for the County's new facility.

The Board asked the Facilities and Fleet Manager who was present if he had any input on the request.

Mr. Harbaugh agreed that the additional exposure to different groups of people would be beneficial.

Commissioner Kenworthy noted that the objective is to charge a rental rate sufficient to cover the County's costs.

Motion by Commissioner Kenworthy seconded by Commissioner Tjosaas to set the rental fee for The Midway for the Gopher State Garden Tractor Puller's 2025 year end awards banquet at \$300, with the understanding that going forward the arrangement will be reviewed to ensure it works well for both parties.

Commissioner Peterson noted that he supports this recommendation solely for the current year, as a gesture of goodwill.

Motion Adopted [Unanimous]

Rod Pritchard, ITC Midwest Manager - Marketing and Communications & Heather Reinhart, Great River Energy Communications Specialist
PowerOn Midwest Presentation

Rod Prichard, Manager - Marketing and Communications, ITC Midwest, and Heather Reinhart, Communications Specialist, Great River Energy reported that the PowerOn Midwest team is seeking to meet with the Dodge County Board of Commissioners to introduce PowerOn Midwest, a series of new electric transmission projects anchored by a 765 kV backbone transmission line being developed by Great River Energy, ITC Midwest, Otter Tail Power Company, and Xcel Energy. The projects will connect eastern South Dakota, southern Minnesota and the broader region, enhancing grid reliability in the Upper Midwest to meet growing and evolving energy needs in the coming decades.

Mr. Prichard reported that they are early in the project development process, but they are committed to keeping project stakeholders informed and engaged as the project progresses.

During the presentation, they reviewed the following:

- Explain why PowerOn Midwest is necessary
- Talk about the transmission line technology
- Discuss the permitting process
- Provide information about the upcoming public open houses

Mr. Prichard informed the Board that they are not seeking a decision from the Dodge County Board but are hoping to foster transparency by providing information about the project and answering any questions that they may have.

Commissioner Tjosaas inquired about who received the notices for the upcoming open houses.

Mr. Prichard informed the Board that all property owners within the area of the proposed project - approximately 700-800 - received notice of the upcoming open houses. He added that they worked with local officials to identify the properties affected by the project.

Environmental Services Director Lauren Cornelius was attending remotely and noted that she only recently received an email regarding this project.

Commissioner Tjosaas stated this is not a good start.

Commissioner Peterson elaborated on past instances where utilities failed to provide clear information on projects impacting Dodge County residents.

Mr. Prichard stated that they will consult with their office staff to identify who they previously communicated with at the county and will be forthcoming with information about this project.

Motion No Vote

Brian Schultz, DNR South Region Director, Ben Schaefer, DNR Regional Lands and Minerals Operations Coordinator & Brooke Hacker, DNR South Region Planner

Request to Share Department of Natural Resources Information

Brian Schultz, South Region Director and Minerals Operations Coordinator and Brooke Hacker, South Region Planner for the Department of Natural Resources (DNR) were present to provide the Board with a DRN update. Topics include the following:

- Introductions
- Strategic Land Asset Management
- Payment in Lieu of Taxes
- School Trust Fund payments
- Summary of DNR lands and activities within the county

It was reported that they welcome the opportunity for discussion and reserved time for questions and conversation with the Board following the presentation.

Mr. Schultz thanked the Board for their time and allowing them to present today.

Commissioner Allen had questions regarding a shoreland property issue in the county.

The Environmental Services Director clarified that the county's ordinance determines what is shoreland, not the county.

Ms. Hacker suggested setting up a meeting with Ms. Cornelius to further review this topic at a later date.

Representative Duane Quam, who was in attendance at the meeting, expressed his interest in being part of the discussion with Ms. Hacker and Ms. Cornelius. He noted that clarification on this topic has already occurred at the state level and mentioned that additional resources are available.

Commissioner Allen stated that he would also like to be involved in this discussion.

Motion No Vote

Guy Kohlhofer, County Engineer

Vacate Existing ROW on C.S.A.H. 24

Mr. Kohlhofer reported that in 2022 County Road 24 between T.H. 57 and the East County Line was reconstructed. Part of the project was the realignment of a curve half a mile East of County Road 11. This realignment left the county with excess right of way outside of the road corridor.

After reviewing the area, the County Engineer has determined that this right of way is no longer necessary. This R/W is held by statutory easement and can be turned back to the adjacent property owners.

The Highway Department is requesting authorization to vacate the right of way on County Road 24 as described in the legal description which was included in the Board packet.

Commissioner Allen offered the following resolution (#2025-40), seconded by Commissioner Tjosaas:

WHEREAS, County Road 24 was relocated and altered and opened for travel; and

WHEREAS, County Road 24 took the place and serves the same purpose as the old public road as referenced as existing right of way on Dodge County Right of Way Plat No. 32, on file and of record in the Dodge County Recorder's Office, Mantorville, Minnesota, and shown on Exhibit A; and

WHEREAS, the County Board may, according to Minnesota Statute 163.11, vacate any such portion of highway by resolution.

NOW THEREFORE BE IT RESOLVED,

1. That portion of the old Public Road right of way over, under, and across that part of the SE $\frac{1}{4}$ of the NW $\frac{1}{4}$ and W $\frac{1}{2}$ of the NE $\frac{1}{4}$ of Section 10, Township 108 North, Range 16 West, Dodge County, Minnesota, that lies outside of the new right of way established on May 13, 2022, and is shown on Exhibit B and labeled "Old county right of way to be vacated", shall be vacated pursuant to Minnesota Statute 163.11, and;
2. That the Dodge County Board directs that this resolution shall be served personally on each occupant of land through which the vacated portion of highway passes; and
3. That the Dodge County Board directs that this resolution shall be posted for a period of at least ten days in the Dodge County Administrator's office; and
4. That the Dodge County Board directs that a copy of this resolution together with proof of service and affidavit of posting shall be filed in the Dodge County Administrator's office; and

5. That the signed resolution shall be recorded in the Dodge County Recorder's Office.

Resolution Adopted [3 to 2]

Laura Qualey, Community & Business Development Specialist

Big Ideas Trade Skills Lab & Career Exploration Day Presentation

Ms. Qualey reported that CEDA, Workforce Development Inc. (WDI) and the Assistant Dodge County Attorney coordinated and hosted two trade skill lab events at the end of September for students and some adults within the court system. With funding from Compeer Financial and Dodge County, the team retained the services of Big Ideas USA to provide a mobile unit complete with professional trades people as trainers and simulators to expose the group to the trades. WDI also provided virtual reality headsets which allowed the group to select up to 30 different modules in varying career fields as a station and there were also employers from within Dodge County that were onsite to engage with students and talk about career opportunities.

The four school districts within Dodge County participated which include: Kasson-Mantorville, Zumbro Education District, Hayfield and Triton. The first event was held on September 25th, 2025 at Kasson-Mantorville School campus and the ZED students were transported to the site for a couple of hours. The 2nd half of the day the K-M students had their turn to engage with the simulators. Once school had been released for the day, there were about 8-10 adults that engaged with the simulators and spoke with employers also. The next day, September 26th, the mobile lab was at the Triton School campus in Dodge Center and the Hayfield students were bussed over. The same type of schedule applied except there were no adult participants at this event once school was released.

The employers that attended the two day event were: Hodgman Drainage, Ellingson Companies, McNeilus Steel, McNeilus Truck & Manufacturing and Workforce Development Inc. was also there to provide information to students and adults about career skills and the opportunities they have to provide them.

WDI also assisted the adults with building a resume prior to the event so they felt prepared and confident going into the event. Many were looking forward to this opportunity as finding permanent work is a barrier for many that have a criminal background. The employers that participated were aware that the adults attending would have a criminal record and they do accept applications and will hire folks if they make it through their interview process.

WDI sent surveys out to students prior to attending the event to get a baseline of their interest level in the trade skills; there were 263 students registered for the events and 226 completed the survey. After the students had a chance to go through the simulators and talk with employers, students were asked to scan a QR code and take a brief survey of their experience and also to see if their original interest level remained the same or if it had changed somehow.

Unfortunately, only 79 students completed this survey, but the results were overwhelmingly great! The following results were shared from data collected from both surveys.

The overall cost for the two day mobile lab unit was \$6,944; plus additional costs for the event of \$246.28 = \$7,190.28. Spread across 263 students and 10 adults = \$26.34/per person for the experience.

Ms. Qualey thanked the Board for their support of this joint effort on behalf of Desirae Dyke from WDI, Kailee Thompson, Assistant County Attorney, and herself.

The Community & Business Development Specialist described the event as an excellent inaugural gathering. She felt it was a positive experience overall for all of the students.

Mr. Thompson reported that she is already being asked whether the mobile training labs will be offered again. The Assistant County Attorney also noted that School Resource Officer Skadson was very supportive of the event.

Ms. Qualey thanked the Board for the opportunity to pilot this event in Dodge County and noted that she would like to hold it again in two years.

Commissioner Toquam thanked Ms. Qualey, Ms. Dyke, and Ms. Thompson for their work and the exposure they brought to Workforce Development. Drawing on her previous experience with Workforce Development, Ms. Toquam felt this event helped highlight some of the important work the team does.

The Board expressed their gratitude to Ms. Qualey, Ms. Dyke, and Ms. Thompson for the work they did to bring the Big Ideas Trade Skills Lab event to the county.

Commissioner Peterson left at 6:35 p.m.

Motion No Vote

Paul Kiltinen, County Attorney

Out of State Training Request for Assistant County Attorney Parkin

Mr. Kiltinen presented for the Board's consideration a request for out of state training for Assistant County Attorney Parkin to further her knowledge and expertise in dealing with families in the Children in Need of Protection or Services (CHIPS) court process.

Motion by Allen seconded by Tjosaas to approve and authorize the Assistant County Attorney to attend out of state training in San Diego, CA January 26-29, 2026 for the San Diego Child and Maltreatment Conference at an estimated cost of \$2,654.36.

Motion Adopted [Unanimous]

Legal Update

Mr. Kiltinen provided the Board with a legal update.

Commissioner Allen left the meeting at 6:36 p.m.

Motion No Vote

Jim Elmquist, County Administrator & Kevin Venenga, Finance Director
2026 Budget Discussion

Mr. Venenga was attending remotely and reported that included in the Board packet was the final draft of the 2026 preliminary budget. This preliminary levy represents a 5.7% increase over 2025 for a total net levy of \$18,967,587. The total budget represented at this meeting is \$39,114,968.

The final budget hearing is scheduled for Thursday, December 11th, 2025 at 6 p.m. as this date is an evening board meeting falling within statute and rules established by the Minnesota Department of Revenue. It was noted that this would normally be a day meeting so this is a change from normal scheduling.

The adoption of the preliminary budget took place at the September 23rd, 2025 meeting. The proposed preliminary budget version that was approved at that time reflected the Boards intent to reduce the budget below a 6% increase by the time the final budget was adopted in December. The current budget presentation shows a 5.7% increase as the adjusted preliminary budget for 2026.

For purposes of calculating levy, 1 point = \$190,676. Tax capacity growth is at 5.01%.

Commissioner Allen returned to the meeting at 6:39 p.m.

Mr. Allen noted that he would like to see the 2026 budget set at 5% or lower.

Commissioner Kenworthy reported that staff has done a great job to get to this point, however, he'd still like to see the levy amount lower yet.

Commissioner Tjosaas stated he was concerned with what the budget will look like for the next two years. Mr. Tjosaas indicated that he too would like to lower the budget for 2026 if they can.

The County Administrator clarified that the final budget levy will be presented for approval at the first meeting in December. Mr. Elmquist reported that he feels the Board's direction is now clear.

Motion No Vote

Administration Committee Report - Commissioner Rhonda Toquam

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

Midway Construction Change Order

During the design phase of The Midway project AB Systems ran into several hurdles with the State's Plan review resulting in many changes to the plans which ultimately led to issues for construction contractors as what was originally bid had been modified during plan review. AB Systems proceeded with the changes without any sort of formal charge orders or request for information during the project. AB Systems then comes back to Dodge County for a change order and they had an in-person meeting to discuss some of the items which should have been a credit. Mr. Harbaugh has reviewed these changes as presented by AB Systems and while he does not agree with some of the costs, there is no question of the actual work being completed, so he is looking for approval of the Change Order 2 so they can finally close this project out.

Motion by Kenworthy seconded by Allen to approve and authorize the Facilities & Fleet Manager to sign Contract Change Order 2 with AB Systems in the amount of \$8,114.00 as requested for The Midway construction project.

Motion Adopted [Unanimous]

Recognition of State Showcase Awards

At a previous meeting, the Board requested the county recognize State Showcase winners. Extension provided a list of purple ribbon winners so the Board could formally recognize these individuals as winners at today's meeting.

Commissioner Kenworthy offered the following resolution (#2025-41), seconded by Commissioner Tjosaas:

WHEREAS; the Dodge County Board of Commissioners recognizes the hard work and dedication that it takes to be a successful award recipient at the state showcase in 2025; and

WHEREAS; 4-H has along history of producing high quality individuals at the State Fair relative to their 4-H projects; and

WHEREAS; these students traditionally represent 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 individuals:

- **Livestock:**

Maggie Paulson - Purple Beef Breeding Heifer Maintainer Registered Junior Yearling

Landon Offord - Purple Beef Breeding Heifer Red Angus Registered Junior Yearling

Schuyler Sullivan - Beef Breeding Heifer Hereford Registered Summer Yearling

Norah Heser - Purple ribbon winner, Reserve Champion Commercial Beef Cow/Calf Pair

Landon Scaudenecker - Purple ribbon winner, Reserve Champion Prospect Beef Heifer Calf

Chase Fitch - Purple Dairy Crossbred Aged Cow

Jacob Schimek - Purple ribbon winner, Grand Champion Jersey Heifer, Grand Champion Intermediate Division Dairy Showperson

Charlotte Henslin - Grand Champion Unrecorded Grade Junior Doe Dairy Goat

Rowan Wyttenbach - Purple ribbon winner, Reserve Champion Dairy Goat Senior Showmanship

Ava Meyer - Purple ribbon winner, Reserve Champion Intermediate Llama-Alpaca Promotional Poster

Aubrey Quam - Purple Meat Goat Market Wether

Alexa Quam - Purple Meat Goat Market Wether

Noah Kleinwort - Purple Meat Goat Market Wether

Timothy Gillis - Purple ribbon winner, Reserve Champion Mini Satin Rabbit

Emma Kruckeberg - Purple Large Breed Purebred Breeding Rabbit

- General:

Ruby Kellogg - Purple Foods & Nutrition project

Aylah Wyttenbach - Purple Needle Arts project

Raelyn Paulsen - Purple & Community Impact Recognition Youth Leadership project

- Dog:

Izola Whittington - Champion Showmanship Open, Reserve Champion Obedience Beginner

Riley Geier - Champion Obedience Graduate Beginner

Joseph Edwards - Reserve Champion Obedience Graduate Beginner, Champion Rally Novice

Maddison Heeren - Reserve Champion Obedience Graduate Beginner, Champion Showmanship Open

Dylan Fate - Reserve Champion Obedience Graduate Novice, Champion Rally Intermediate Novice

Chloe Heeren - Champion Showmanship Novice

- Horse:

Hazel Kamel - 1st Horseless Horse Project grades 6-8

BE IT FURTHER RESOLVED; the Dodge County Commissioners congratulate each one of these award winners for their achievements in 2025.

Resolution Adopted [Unanimous]

Commissioners provided their agency reports. Commissioner Allen had a phone conversation with the Facilities & Fleet Manager regarding the water issue at the Fairgrounds. Commissioner Kenworthy attended a Fair Board meeting and a Fairview Care Center meeting. Commissioner

Peterson attended a SEMMCHRA Board meeting, Union Negotiations meetings with LELS & the Highway 49er's, a Fairview Care Center meeting and a full-time County Attorney meeting. Commissioner Tjosaas attended a Spero meeting and a MNPrairie meeting. Commissioner Toquam attended a SEMMCHRA Board meeting, a Spero meeting, a MNPrairie meeting, a Fairview Care Center meeting and a County Board meeting.

Motion No Vote

There were no Other Deferred Business Items to discuss.

Motion No Vote

Jim Elmquist, County Administrator

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

Mr. Elmquist reported that this item did not include any attached materials and will take place in Conference Room A.

Motion by Tjosaas seconded by Kenworthy to close the meeting to the public at 6:53 p.m. to discuss attorney-client privilege.

Motion Adopted [Unanimous]

Meeting Opened to the Public

Motion by Kenworthy seconded by Tjosaas to open the meeting to the public at 7:05 p.m.

Motion Adopted [Unanimous]

Adjourn

Meeting Adjourned

Motion by Kenworthy seconded by Tjosaas to adjourn the meeting at 7:05 p.m.

The next meeting of the Dodge County Board of Commissioners will be held on November 12, 2025 at 9:00 a.m.

Motion No Vote

UNAPPROVED MINUTES OF THE DODGE COUNTY BOARD OF COMMISSIONERS REGULAR MEETING HELD NOVEMBER 12, 2025
--

Chair

Convene County Board Meeting

The Dodge County Commissioners met in regular session November 12, 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	Absent	
Rodney Peterson	District 3	Absent	
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

Establish Agenda

Agenda Approved

The County Administrator reported that item 7.2 - MNPrairie Lease for 2026 is being tabled.

Motion by Allen seconded by Kenworthy to approve and adopt the agenda as amended to remove item number 7.2 from the agenda.

Motion Adopted [Unanimous]

Consent Agenda

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

Motion Adopted [Unanimous]

1.1. Committee of the Whole - Committee Meeting - Oct 28, 2025 4:35 PM

- 1.2. Board of Commissioners - Regular Meeting - Oct 28, 2025 5:00 PM
- 1.3. 1 Day Temporary On-Sale Liquor License
- 1.4. Award SAP 020-598-032

Joe Hollman, Consulting Director of Research

Dodge County Housing Needs Study

Joe Hollman from Maxfield Research and Consulting was present and delivered a presentation in regard to the Comprehensive Housing Needs Analysis for Dodge County.

The Housing Needs Analysis examines current housing market conditions and determines the market potential for developing different types of owned and rented housing in Dodge County to 2035.

The scope of this study includes an analysis of the demographic and economic characteristics of Dodge County and its communities, a review of existing housing stock characteristics, and market analyses covering the for-sale, rental, and senior housing markets. Additionally, the study includes an assessment of housing affordability in the County.

Detailed demand calculations and development concept recommendations were provided for various housing product types in the County, and the study concludes with an evaluation of key opportunities and challenges associated with housing development in Dodge County.

The study was authorized by the Board with a grant from Compeer.

Melissa DeVetter asked if Maxfield would be sharing this information with the communities.

Mr. Hollman stated they just planned to share the information with the counties. If the cities are interested in this presentation, they are welcome to reach out to him.

The Board thanked Mr. Hollman for the information.

Motion No Vote

Kevin Venenga, Finance Director

Bills Reviewed

Mr. Venenga reviewed bills with the Board.

The Finance Director informed the Board that a payment to the Bureau of Criminal Apprehension in the amount of \$32.00 on page 6 is being pulled, it will be paid through the Auditor Warrant payment process.

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

01	Revenue Fund	\$ 92,468.48
13	Road and Bridge Fund	\$ 22,646.70
16	Environmental Quality Fund	\$ 147,584.72
61	Nursing Home Fund	\$ 100.00
73	Local Housing Trust Fund	\$ 12,215.76
80	Agency Fund	<u>\$ 12,215.76</u>
	Total	\$ 275,315.66

Motion Adopted [Unanimous]

Catherine Grondin, Zoning Administrator

Planning Commission Recommendations Reviewed

CUP #94-18 (Amendment) Van Zuilen Enterprises LLC

Ms. Grondin presented for the Board's consideration the November 5, 2025 Planning Commission recommendations.

The Zoning Administrator discussed CUP #94-18 (Amendment) Van Zuilen Enterprises LLC.

Motion by Allen seconded by Kenworthy to approve of the following action of the Planning and Zoning Commission as reviewed on November 5, 2025 with the reasons, recommendations and conditions as found in the individual permit:

CUP #94-18 (Amendment) Van Zuilen Enterprises

The first public hearing is to consider an application for an amendment to Conditional Use Permit #94-18 to allow for the expansion of an existing farm animal site of 500 or more animal units. The farm animal site is currently registered for swine over 300 pounds at 996 animal units and is proposing to increase to 1,986 animal units of swine 55-300 pounds after practice changes and internal remodeling of the existing barns. The property is located in the Agricultural District on approximately 15.52-acres, Section 6, Wasioja Township. The applicant and the property owner is Van Zuilen Enterprises LLC.

RECOMMENDATIONS

The Environmental Services Staff recommends approval of amending the Conditional Use Permit (C.U.P.). The request meets the ordinance requirements. The permittee is put on notice that the violation of any of the conditions of the CUP may result in the termination of the permit. The following conditions are recommended:

1. Operation will comply with all local, state, and federal regulations regarding the proposed use of the property. The feedlot shall obtain and maintain all necessary permits and/or other approvals for the site.
2. Any change involving the addition of new business-related structures beyond that specified in the application on file with the CUP amendment, enlargement, intensification of the use or similar changes not specifically permitted by the CUP

amendment shall require an amended CUP to be issued.

3. The business shall comply with the conditions of this permit and the information provided in the application and details provided in the emails on file.
4. No construction activities for the proposed remodeling shall commence prior to the facility having a valid NPDES permit issued by the MPCA for the project. A copy of the NPDES permit shall be submitted to Environmental Services to be included with a copy of the CUP, as amended.
5. All sewage generated on the property must be treated and dispersed by an approved SSTS that is sited, designed, installed, operated and maintained in accordance with the provisions of Dodge County Zoning Ordinance Chapter 21. A septic permit will need to be submitted within 12 months of the CUP amendment's approval.
6. If water is used in excess of 5 million gallons per year for livestock watering, an individual permit and a new water appropriation permit shall be granted by the DNR. Copies of the permits shall be submitted to Environmental Services to be included with a copy of the CUP, as amended.
7. The Dodge County Farm Animal registration shall be updated prior to occupation of the barn.

Motion Adopted [Unanimous]

ZA #25-05 Wildwood Cemetery Association

The Zoning Administrator reviewed with the Board ZA #25-05 Wildwood Cemetery Association.

ZA #25-05 Wildwood Cemetery Association

The second public hearing is to consider an application for Zoning Amendment #25-05 to consider a request to rezone an approximately 7-acre parcel from the Rural Residential District to the Agricultural District to be able to swap land of equal exchange with the surrounding Ag landowner, located in Section 13 of Wasioja Township. The applicant and property owner is Wildwood Cemetery Association.

Commissioner Allen offered the following resolution (#2025-42), seconded by Commissioner Kenworthy:

WHEREAS, Property Owner is initiating a rezone from Rural Residential District to Agricultural District and shall submit the request to the Zoning Administrator along with a fee.

WHEREAS, a summary of the rezone request, has been published in the legal newspaper on October 23rd, 2025 and posted upon the county website; and

WHEREAS, a public hearing on the proposed rezone was held by the Dodge County Planning Commission on November 5th, 2025; and

WHEREAS, the Planning Commission recommended approval of the proposed rezone from Rural Residential District to Agricultural District to the Dodge County Board of Commissioners; and

WHEREAS, the Dodge County Board of Commissioners adopted the proposed rezone from Rural Residential District to Agricultural District at its November 11th, 2025.

THEREFORE, BE IT RESOLVED, that the County Board of Dodge County hereby adopts the rezone from Rural Residential District to Agricultural District for this resolution.

Resolution Adopted [Unanimous]

ZA #25-06 Buffer Ordinance

Ms. Grondin reviewed with the Board ZA #25-06 Buffer Ordinance.

ZA #25-06 Buffer Ordinance

The third public hearing is to consider an application for Zoning Amendment #25-06 to Chapter 14 of the Dodge County Zoning Ordinance and to the Dodge County Stand Alone Ordinance for Riparian Protection and Water Quality Practices. To view the proposed language a copy will be available at the Dodge County Finance Office, the Dodge County Environmental Services Office and also on the County web site [www.co.dodge.mn.us/Departments/Environmental Services/Public Hearings](http://www.co.dodge.mn.us/Departments/Environmental%20Services/Public%20Hearings).

Commissioner Allen stated he would like to table this item until after they can deal with shoreland concerns.

The Zoning Administrator informed Commissioner Allen that what he is talking about is a separate unrelated issue that doesn't pertain to this request.

Ms. Cornelius and Ms. DeVetter were available to comment on the request.

Commissioner Kenworthy offered the following resolution (#2025-43), seconded by Commissioner Allen:

WHEREAS, amendments to the Riparian Protection and Water Quality Practices Ordinance and to Chapter 14 (Shoreland Overlay District "SH") of the Dodge County Zoning Ordinance are proposed to be consistent with State Buffer Law and ensure compliance and effective enforcement for riparian protection and water quality practices while providing flexibility for landowners by allowing for alternative practices that offer comparable water quality protection; and

WHEREAS, the Department of Natural Resources (DNR) is required by State Statute to approve shoreland ordinances and amendments prior to adoption; and

WHEREAS, conditional approval of the proposed amendments was received from the DNR on September 30th, 2025; and

WHEREAS, the Board of Water and Soil Resources (BWSR) is required by State Statute to review Buffer Rules, Ordinances and Official Controls to ensure that the state mandated requirements are met; and

WHEREAS, BWSR sent their review comments to the county on October 20th, 2025 and the comments were incorporated in the proposed amendments; and

WHEREAS, a summary of the language to be amended in the Riparian Protection and Water Quality Practices Ordinance and in Chapter 14 (Shoreland Overlay District “SH”) of the Dodge County Zoning Ordinance has been published in the legal newspaper on October 23rd, 2025 and posted upon the county website; and

WHEREAS, a public hearing on the proposed amendments was held by the Dodge County Planning Commission on November 5th, 2025; and

WHEREAS, the Dodge County Planning Commission found the draft language to be consistent with the Dodge County Comprehensive Land Use Plan; and

WHEREAS, the Planning Commission recommended approval of the proposed amendments to the Riparian Protection and Water Quality Practices Ordinance and to Chapter 14 (Shoreland Overlay District “SH”) of the Dodge County Zoning Ordinance to the Dodge County Board of Commissioners; and

WHEREAS, the Dodge County Board of Commissioners adopted the proposed amended Riparian Protection and Water Quality Practices Ordinance and Chapter 14 (Shoreland Overlay District “SH”) of the Dodge County Zoning Ordinance at its November 12th, 2025 meeting.

THEREFORE, BE IT RESOLVED, that the County Board of Dodge County hereby adopts the amendment to the Riparian Protection and Water Quality Practices Ordinance and to Chapter 14 (Shoreland Overlay District “SH”) of the Dodge County Zoning Ordinance.
Resolution Adopted [Unanimous]

ZA #25-07 Chapter 4

The Zoning Administrator reviewed with the Board ZA #25-07 Chapter 4.

ZA #25-07 Chapter 4

The fourth public hearing is to consider an application for Zoning Amendment #25-07 to Chapter 4 of the Dodge County Zoning Ordinance. To view the proposed language a copy will be available at the Dodge County Finance Office, the Dodge County Environmental Services Office and also on the County web site [www.co.dodge.mn.us/Departments/Environmental Services/Public Hearings](http://www.co.dodge.mn.us/Departments/Environmental%20Services/Public%20Hearings)

Commissioner Kenworthy offered the following resolution (#2025-44), seconded by Commissioner Allen:

WHEREAS, amendments of Chapter 4 (Rules and Definitions) are proposed to clarify the difference between long-term rental and short-term rental; and

WHEREAS, a summary of the language to be amended in Chapter 4 (Rules and Definitions) has been published in the legal newspaper on October 23rd, 2025 and posted upon the county website; and

WHEREAS, a public hearing on the proposed amendments was held by the Dodge County Planning Commission on November 5th, 2025; and

WHEREAS, the Dodge County Planning Commission found the draft language to be consistent with the Dodge County Comprehensive Land Use Plan; and

WHEREAS, the Planning Commission recommended approval of the proposed amendment to Chapter 4 (Rules and Definitions) to the Dodge County Board of Commissioners; and

WHEREAS, the Dodge County Board of Commissioners adopted the proposed amended Chapter 4 (Rules and Definitions) at its November 12th, 2025 meeting.

THEREFORE, BE IT RESOLVED, that the County Board of Dodge County hereby adopts the amendment to Chapter 4 (Rules and Definitions).

Resolution Adopted [Unanimous]

Melissa DeVetter, Project Manager

BWSR Performance Review and Assistance Program for Dodge County

Ms. DeVetter informed the Board that in 2007, the Board of Water and Soil Resources (BWSR) established the Performance Review and Assistance Program (PRAP) to review the performance of local units of governments and others that deliver later and related land resource management projects and programs. Included in the Board packet was the PRAP report BWSR staff completed for Dodge County (Environmental Services) and Dodge Soil & Water Conservation District.

Dodge County Environmental Services met 7 of 7 of the applicable basic performance standards and were also personally commended by BWSR staff on meeting 14 or 14 applicable high performance standards.

The Board congratulated the Environmental Services staff for achieving high performance standards and for being commended for their outstanding work in land resource management projects and programs.

Motion No Vote

Paul Kiltinen, County Attorney

Mr. Kiltinen was not available to provide the Board with a legal update.

Motion No Vote

Jim Elmquist, County Administrator

CEDA Contract - 2026

Laura Qualey was present and reviewed the CEDA Contract for 2026 with Board.

The services provided to the County by CEDA were listed as follows:

CEDA agrees to provide technical and management expertise in the form of staff and materials to the Authority. Staff's services, and associated materials, will be provided in order to facilitate and support the accomplishment of the Authority's undertakings to the ends described in the preceding paragraph. CEDA's staff and materials shall be made available toward efforts in the following specific arenas of the Authority's needs and operations:

- Accessing of grantor funding for the Authority's economic development programming
- Providing loan packaging services for the Authority's business assistance programs
- Administering local, regional and state revolving loan funds, if appropriate
- Drafting the Authority's Economic Development Annual Work Plan(s)
- Planning, facilitating, and/or directly conducting the Authority's community and business development projects, including as necessary, staffing those projects as directed by the Authority in consultation with CEDA. These efforts shall include (but are not limited to), the following:
 - seeking city and county involvement
 - developing relationships and partnerships to enhance the Authority's goals
 - preparing economic development guidelines
 - promoting the use of local assets to support and promote value-added processes and unique based businesses
- Assisting with local surveys related to business and industry, community, and land and buildings
- Assisting with the Authority's economic development marketing efforts and coordination through website development and maintenance
- Coordinating and hosting forums in which the Authority's economic development programming are open for the public's review

Commissioner Kenworthy stated that he appreciated all of Ms. Qualey's work.

Motion by Allen seconded by Kenworthy to approve and authorize the Chair and County Administrator to sign the proposed Contract for Professional Services 2026 with CEDA for technical and management expertise services in the form of staff and materials as requested.

Motion Adopted [Unanimous]

MnPrairie Lease for 2026

The County Administrator asked that this item be tabled.

Motion by Allen seconded by Kenworthy to table the proposed Lease of Commercial Space agreement with Minnesota Prairie County Alliance (MNPrairie) for 2026 as requested.

Motion Tabled [Unanimous]

Public Health Committee Report - Commissioner David Kenworthy

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

Public Health Update

Commissioner Kenworthy briefly reviewed the following Public Health updates:

1. WIC is a federally funded program through the USDA. MN WIC is providing weekly updates based on information that is changing daily. Most recent information will be shared during committee.
2. Dodge-Steele CHB update.
3. HPAI case numbers are increasing. Nothing has changed in the role for Public Health.
4. Influenza clinics were held the last two weeks of October. Clinics were held in Mantorville, West Concord, Hayfield, and multiple dates in Dodge Center, including a clinic at The Center Clinic. The community clinics served 31 individuals, and The Center Clinic had 60 individuals. Their normal allocation for vaccine for uninsured and underinsured was reduced significantly, limiting their ability to serve more individuals at The Center Clinic.

Motion No Vote

Administration Committee Report - Commissioner Rhonda Toquam

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

Commissioners provided their agency reports. Commissioner Allen didn't have any meetings to report. Commissioner Kenworthy attended a Safety Committee meeting and County Engineer interviews. Commissioner Peterson was not available to report his meeting attendance. Commissioner Tjosaas was not available to report his meeting attendance. Commissioner Toquam attended Engineer interviews, a SCHA Policy Committee meeting, a SCHA Board meeting, a MNPrairie Policy Committee meeting and a County Board meeting.

Motion No Vote

There were no Other Deferred Business items to discuss

Motion No Vote

Nichole Farnsworth, Employee Relations Director

Personnel Agenda Reviewed

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

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

A. Land Records

- A.1 Jenna Hagemann - Deputy Recorder
Authorization to hire at B22 step 1 \$22.33 to fill approved vacancy.
Effective Date: 12/08/25

B. Sheriff's Office

- B.1 Lindsey Vavra - Records Support Specialist
Step increase from B23 step 7 \$24.48 to B23 step 6 \$25.28.
Effective Date: 10/07/25

Motion Adopted [Unanimous]

**Nichole Farnsworth, Employee Relations Director & Jim Elmquist, County Administrator
Closed Session - Collective Bargaining - Conference Room A**

Ms. Farnsworth and Mr. Elmquist were present to discuss Teamsters' negotiations with the Board.

Motion by Kenworthy seconded by Allen to close the meeting to the public at 10:27 a.m. to discuss collective bargaining. The closed session was moved to Conference Room A.

Motion Adopted [Unanimous]

Meeting Opened to the Public

Motion by Allen seconded by Kenworthy to open the meeting to the public at 10:50 a.m.

Motion Adopted [Unanimous]

Adjourn

Meeting Adjourned

Motion by Allen seconded by Kenworthy to adjourn the meeting at 10:50 a.m.

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

Motion No Vote

MANTORVILLE FIRE DEPARTMENT

December 2025 General Meeting

Call to Order:

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

Members in Attendance: JJ, Dave, Paul, Don, Russ, Scott, Nate B., Joey, Troy, Brett, Annabelle, Kyle, Duke, Nate S., Orion, Ryan, Annika, Angel

Chief's Report:

- Fire Instructor and Fire Officer classes starting Jan. through Riverland
- State School Moorhead March 14 & 15
- State School Riverland, Austin March 28 & 29
- KM Wrestling January 23 military/first responder night– looking for a couple of volunteers to be greeters at the door- Ryan, Troy
- Toys for Tots Saturday 9am-1pm– Nate, Don, Scott, Orion, JJ, Paul, Kyle
- Thank you to everyone who did the KM School send offs!
- \$500 donation from Debra Wilson-needed equipment or programs
- Thank you card from KM Care and Share!

Assistant Chief:

- Glow parade December 5th be at Kasson Fire Hall at 3:00 for 5:10 pm line up

Deputy Chief:

- Annual meeting discussion - to be addressed at Relief
- Brush pile resulted in \$500 donation from Jeremy Bigelow

Fire Marshall:

- Nothing to report

Training Officer:

- Med compass results in and chief to distribute
- Ice rescue - pending weather

Equipment:

- Pricing on 3 sets of gear and gloves, 25 pairs \$2300 and \$9200 for the gear, Paul made a mot to approved, seconded by Duke, motion passed
- SCBA bottles need to be hydro-tested
- Grain bid rescue items are on the wall
- Air compressor is fixed
- 4 gas monitor in rescue to be calibrated or replaced

Vehicles:

- Betsy- In our Shed -

- Pumper 1- Light over right rear wheel replaced
- Pumper 2 - Generator fixed
- Chevy Pick Up -
- Tanker 1 -
- Tanker 2 -
- Grass Rig -
- Rescue Truck -

First Responder's:

- SEEMS December
- Handtevy - protocols online for reference tools

Treasurer

- \$6021.34
- Motions made by Joey, 2nd Ryan to approve bills
 - Motion passes

New Business:

- Since he missed the last meeting, Troy offered to stay on as a Secretary. Motion to Nate to approve, seconded by Russ, motion approved.

Old Business:

- Explorer Program discussed - to be tabled
- Discussed MSDS Safety protocols and inventory - committee to review
- Plaques for retirees discussed

Active Committees:

- OSHA/Safety and Accountability: Don, Russ, Nate S, Kitzy- safety data sheets
- Radios: Paul, Rog, Ryan, Duke
- SOG'S/Personnel: Duke, Dave, Annabelle, Paul, Logan, Troy
- Uniform's: Orion, Annablle, Nate S., Ryan, Annika, Troy- duty shirts arrived
- Explorer program: Nate B., Nate S., Duke
- Truck/Equipment- Russ, Paul, Nate B., Joey, Nate S., Orion
- Grants- Rog, Duke, Nate S., Ryan, Annabelle

Points Report:

- Motion made by Joey to approve the points report, 2nd by Orion, motion approved

Calendar:

- Dec 4 1800 Grant Writing Class - Wanamingo FD
- Dec 5 1730 Glow Parade
- Dec 6 0900 Toys for Tots
- Dec 10 1830 Medical - SEEMS

- Dec 17 1830 Fire Training
- Jan 5 1830 Officer meeting
- Jan 7 1830 Maintenance,
 - 1900 Lunch (JJ & Ryan)
 - 1930 Meeting

Meeting Adjourned at 20:09



Draft

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

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

Removed items 4A & 4B (Awarding Lift Station Bid & Resolutions 2025-33 & 2025-34) from the agenda. Will be on the November 10th meeting agenda.

4. Consent Agenda

A. Accounts Payable (Warrant List) for 10.27.25

Councilmember Potter moved and Councilmember Boyum seconded to approve the consent agenda as presented:

Motion carried: 5 ayes / 0 nays

5. New Business

A. Items 4A & 4B were removed from agenda.

6. Old Business

A. Line By Line Preliminary Budget 2026 Meeting

Council Reviewed the 2026 preliminary budget carefully and feel they are currently looking at a 6.8% levy so far, but are hoping to decrease it as they continue to review expenses.

City Clerk Lohrbach will reach out to the City Attorney and Construction Management Services to find out what the city's options are moving forward for the property at 105 5th Street East to get some action on the project.

City Clerk Lohrbach will break out what 1%, 2%, and 3% wage increases would look like in the general budget. She will also check on the Fire department and EDA budgets. She will also look into the City's franchise fees and the Attorney Fees breakout.

Public Works Lead Joe Adams will bring more numbers for a new Kabota mower and new sirens to the next meeting.

7. Adjourn

Motion was made by Councilmember Potter and seconded by Councilmember Nash to adjourn the meeting at 8:44pm.

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

Gretchen Lohrbach
City Clerk-Treasurer

City of Mantorville
Regular City Council Minutes
November 10, 2025



Draft

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

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

No changes

4. Consent Agenda

- A. Accounts Payable (Warrant List) for 11.10.25
- B. County Commissioners Meeting Minutes 9.23.25
- C. County Commissioners Meeting Minutes 10.14.25
- D. Fire Department Meeting Minutes November 2025
- E. Council Special Meeting Minutes 9.22.25
- F. Council Minutes 10.13.25

- G. Resolution 2025-37 Authorization to Release Funds, to add the SEMMCHRA Comptroller to the Funds Reimbursement Agreement for the Small Cities Development Agreement with the City of Mantorville
- H. Approval of Rental Application for 1007 Blanch Court

Councilmember Hoaglund moved and Councilmember Potter seconded to approve the consent agenda as presented:

Motion carried: 5 ayes / 0 nays

5. Proclamations, Presentations and Recognitions

- A. Mayor Ingalls recognized three Fire department Retirees: Roger Nolte – 45 years, Curt Kramer – 20 years, Jeff Schmidt – 25 years for their years of commitment and serving our community.
- B. Mayor Ingalls recognized the Komets Football Team for earning a spot in the State Semi-Finals Game and showing determination, dedication, perseverance, and passion for their sport and in representing their community.

6. Public Concerns

- A. Matt Wohlenhaus presented a plan for purchasing boards for the hockey rink to be constructed over the basketball court in Riverside Park for use during the winter season.

The boards would have free shipping and a 15% municipality discount. Currently, there is a pre-Black Friday sale of 20% off. He would like to act on this and purchase now. The Park Board has been saving money for this and Joint Ventures is willing to contribute towards it. For Option 3, 50 x 100 inch rink with 32 inch sidewalls and bumpers, the cost would be tax exempt and the 20% off makes it a total of \$14,208. The liner will cost roughly \$528 to \$1,193 and would be replaced approximately every 2 years. Nets would likely need to be replaced every year at a cost of \$459.99 each. City Clerk Lohrbach will ask CEDA to look into grants for this. The billing could possibly be pushed off into next year's budget, if not, cash could be found to be paid back to the general fund next year.

Councilmember Potter moved and Councilmember Boyum seconded to allow Wohlenhaus to go ahead with purchasing Option 3.

Motion carried: 5 ayes / 0 nays

- B. Richard Balcome asked about building an Accessory Dwelling Unit on his property. The City Ordinances do not currently allow this. The State allows them, but leaves it

up to the Municipalities to allow them or not. City Clerk Lohrbach will check if it is Variance or Conditional Use Permit eligible. She will let him know what she finds. A lot split would most likely work on his property. Council is willing to work with him on a solution.

- C. Jarrod Kappers would like stop signs added to the intersection at 8th Street East and Blanch Street, The North and South side of the road. Councilmember Nash said he could check with the Sheriff's Department to see what they say about it and City Clerk Lohrbach could send out notices to nearby residents. Mayor Ingalls said to add it to the agendas so that we have 3 meetings before Council would make a decision. 1st meeting for discussion would be December 8th.
- D. Melissa Almer gave updates on her home's Porch that is in disrepair. She is also working on getting rid of noxious weeds. She will update City Clerk Lohrbach on progress and have a solution for the Council meeting on December 8th.

7. Public Safety Update

- A. Fire Chief Annabelle Hardwick will give City Clerk Lohrbach an updated budget tomorrow. Also, City Clerk Lohrbach will get information on the new officers to present to Council at the next regular council meeting.

8. Public Hearings

No items.

9. New Business

- A. Councilmember Nash moved and Councilmember Hoaglund seconded to award the bid to Winona Mechanical, Inc. at a sum of \$864,535.00 per being the lowest bid.

Motion Carried: 5 ayes / 0 nays

- B. Councilmember Potter motioned and Councilmember Hoaglund seconded to approve Resolution 2025-33 Accepting Bids and Awarding Contract for Mantorville CSAH Lift Station Project at Eagle Meadows.

- C. Councilmember Hoaglund moved and Councilmember Potter seconded to approve Resolution 2025-34 Establishing Procedures Relating to Compliance with Reimbursement Bond Regulations Under the Internal Revenue Code.

Motion Carried: 5 ayes / 0 nays

- D. The 2026 Preliminary Budget was briefly discussed and will be looked at more in depth at the November 24th special budget meeting.

10. Old Business

- A. There was an update from Tod Fyten regarding the property at 101 5th Street East. He has named it the “Brewery Creek” project and is speaking to senators about it. Council would like action and City Clerk Lohrbach will arrange a conference call with the Mayor and City Attorney about moving things along. City engineer Scott Huneke – WHKS reiterated again for council that the stream next to his building was not damaged in the flood in the pictures from 2019 and 2020. The repairs made were downstream.

11. Tabled Items

- A. Streetlight on HWY 57 across from Casey’s was not pulled from the table.

12. Reports

A. Public Works Report

- 1) There is a tree to be removed at the corner of Clay and 3rd Streets. It is \$3,000 to remove it and grind the stump. There are 3 Ash trees on Goat Island leaning into the good trees and must be taken down. It will be \$600. Public Works Lead Adams said there is money in the budget for this.

Councilmember Potter moved and Councilmember Hoaglund seconded to approve the tree removals.

Motion Carried: 5 ayes / 0 nays

- 2) The lining of the damaged sewer area will not work tomorrow. Will try to repair it on Thursday.

B. City Clerk Report

- 1) Would like to know if Council would like to stay at one meeting per month. Will decide at end of year meeting.
- 2) Last planter has been purchased and will have a resolution for the benches and planters at the next meeting.

C. Consultant Report

No Items.

D. Committee Reports

- 1) Chamber
 - The Trolley will have three stops this year for the Christmas celebrations in Mantorville.
- 2) Economic Development Authority
- 3) Finance/Budget
- 4) Fire Department
 - Councilmember Hoaglund said Don and Annika Hofstad have resigned from the Fire Department.
- 5) Infrastructure
- 6) Kasson Mantorville Joint Powers
 - Meets January 29th 2026
- 7) Mantorville Restoration Association
 - Meets tonight. Councilmember Nash said there are discussions about the MRA continuing to advise the city.
- 8) Park Board
 - Discussed tree removal.
- 9) Fire Relief
- 10) Personnel
- 11) Relief
- 12) Township
 - Is concerned about a possible golf course annexation into the city. The city attorney and city engineer are discussing this.
- 13) Decorations
 - There is some money left for Christmas pots.
 - A gentleman would like to take down the cornstalks and use them with his stock. Council said this is okay.

E. Councilmember Reports

- Councilmember Potter was told by a resident that the RV next to the Church on Walnut Street is again occupied. A member of the church was in attendance and said it is not being used.
- Councilmember Boyum said the MRA's Merry Hour is on the 20th of November.
- Councilmember Nash said there is a turkey bingo at the Mantorville Saloon on November 15th to benefit the Blaine Halvorson Memorial.

- The recent controlled burn by the fire department was very successful, Riverland College was in attendance as was other departments. The new property owner paid to have the home taken down and this was a valuable experience for all involved.

F. Mayor's Report

No Items.

13. Executive session

No Items.

14. Adjourn

Motion was made by Councilmember Potter and seconded by Councilmember Nash to adjourn the meeting at 8:54pm.

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

Gretchen Lohrbach
City Clerk-Treasurer



Draft

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

Others Present: City Clerk-Treasurer Gretchen Lohrbach
Public Works Lead Joe Adam

2. Pledge of Allegiance

Everyone stood and recited the Pledge of Allegiance.

3. Changes to the Agenda

Added Tod Fyten's property at 101 5th Street East as item 4A New Business and added the sewer dewatering as item 4B New Business. The preliminary budget was moved to be item 5A Old Business.

4. Consent Agenda

A. Accounts Payable (Warrant List) for 11.24.25

Councilmember Boyum moved and Councilmember Potter seconded to approve the consent agenda as presented:

Motion carried: 5 ayes / 0 nays

5. New Business

- A. Council discussed the meeting Mayor Ingalls and City Clerk Lohrbach had with the City Attorney. The City will ask CMS to do a full inspection of the building. City Clerk Lohrbach was advised to check with the City Attorney if we can ask to see his insurance policy.
- B. Mayor Ingalls showed Council a video of the sewer dewatering, before and after. It looks like it's working great now.

6. Old Business

- A. Council discussed the Preliminary 2026 Budget and how the Dodge Center Ambulance Service is being funded. The final levy will be set at the Truth in Taxation Meeting on December 8th at 6:30pm.

Councilmember Nash moved and Councilmember Boyum seconded to budget \$5,000 for the Dodge Center Ambulance Service in 2026.

Motion carried: 5 ayes / 0 nays

Councilmember Boyum shared a list of upcoming events:

Mantorville Old Fashioned Christmas – December 6th 11 am-3pm

Mantorville Senior Center Lunch – December 6th 11am-3pm

Kasson Fire & Rescue Steak Fry at American Legion – December 6th 5pm-7pm

Glow Parade from Kasson Fire Hall to Mantorville – December 5th at 5:30pm

Christmas in Dodge Center at Triton School – December 13th 10am-1pm

Grace Methodist Church Women's Bazaar & Cookie Walk – December 6th 9am-1pm

Zumbro Valley Gold Course Holiday Market – December 6th 10am-3pm

She also reported that: the MRA's Merry Hour sold out and went well, Sunshine foods Triton FFA stocked the local food shelf, Big Iron classic made a generous donation to the Mantorville Fire Department, the Kasson-Mantorville Lion's Club donated \$4,500 to the Dodge County Food Shelf from their scrap metal drive, and the K-M football team played very well and the game was exciting.

7. **Adjourn**

Motion was made by Councilmember Potter and seconded by Councilmember Boyum to adjourn the meeting at 7:45pm.

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

Gretchen Lohrbach
City Clerk-Treasurer

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION 2025-38

**A RESOLUTION RENEWING THE ON SALE AND SUNDAY SALES
INTOXICATING LIQUOR LICENSE
AND OFF SALE INTOXICATING LIQUOR LICENSE
FOR SCOTT SEIM DBA MANTORVILLE SALOON
AT 501 NORTH MAIN STREET, MANTORVILLE, MINNESOTA**

WHEREAS, Scott Seim (Applicant) dba Mantorville Saloon has submitted a renewal application for the issuance of an On Sale and Sunday Sales Intoxicating Liquor License and Off Sale Intoxicating Liquor License at 501 North Main Street; and

WHEREAS, the Applicant currently has a valid On Sale and Sunday Sales Intoxicating Liquor License and Off Sale Intoxicating Liquor License at this location; and

WHEREAS, the Dodge County Sheriff's Department has signed off on the renewal application and has found nothing to prevent issuance of an On Sale and Sunday Sales Intoxicating Liquor License and Off Sale Intoxicating Liquor License to Scott Seim dba Mantorville Saloon at 501 North Main Street.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Mantorville does hereby approve issuance of an On Sale and Sunday Sales Intoxicating Liquor License and Off Sale Intoxicating Liquor License to the Applicant listed below for the period of February 1, 2026 through January 31, 2027, contingent upon receipt of insurance for the same period and any other items pending at this time:

Scott Seim
dba Mantorville Saloon
501 North Main Street
Mantorville, Minnesota 55955

Adopted by the City Council of the City of Mantorville, Minnesota, this 8th day of December 2025.

ATTEST:

Jeff Ingalls
Mayor

Gretchen Lohrbach
City Clerk-Treasurer



Minnesota Department of Public Safety
Alcohol & Gambling Enforcement Division
445 Minnesota Street, 1600
St Paul, Minnesota 55101
651-201-7507

RENEWAL OF LIQUOR, WINE, CLUB OR 3.2% LICENSES

No license will be approve or released until the \$20 Retailer ID Card fee is received by Alcohol and Gambling Enforcement

Licensee: Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. City Clerk/County Auditor are also required by M.S. 340A.404 S.3 to report any license cancellation.

License Code: CMBS License Period Ending: 1/31/2026 Iden: 38035
Issuing Authority: Mantorville
Licensee Name: Seim, Scott
Trade Name: Mantorville Saloon
Address: 501 Main St N
Mantorville, MN 55955
Business Phone: 507-635-5557
License Fees: Off Sale: \$100.00 On Sale: \$2,500.00 Sunday: \$200.00

By signing this renewal application, applicant certifies that there has been no change in ownership on the above named licensee. For changes in ownership, the licensee named above, or for new licensees, full applications should be used. See back of this application for further information needed to complete this renewal.

Applicant's signature on this renewal confirms the following: Failure to report any of the following may result in civil penalties.

1. Licensee confirms it has no interest whatsoever, directly or indirectly in any other liquor establishments in Minnesota. If so, give details on back of this application.
2. Licensee confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
3. Licensee confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
4. Licensee confirms that during the past five years it or its employees have not been cited for any civil or criminal liquor law violations. If violations have occurred, please give details on back of this renewal, then sign below.
5. Licensee confirms that during the past license year, a summons has not been issued under the Liquor Liability Law (Dram Shop) MS 340A.802. If yes, attach a copy of the summons, then sign below.
6. Licensee confirms that Workers Compensation insurance will be kept in effect during the license period. Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued.

Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued. \$100,000 in cash or securities or \$100,000 surety bond may be submitted in lieu of liquor liability.(3.2 liquor licenses are exempt if sales are less than \$25,000 at on sale, or \$50,000 at off sale).

Licensee Signature DOB SSN Date 12/2/25
(Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/Auditor Signature Date
(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature Date
County Board issued licenses only(Signature certifies licensee is eligible for license).

Police/Sheriff Signature Date
Signature certifies licensee or associates have been checked for any state/local liquor law violations (criminal/civil) during the past five years.
Report violations on back, then sign here.

Indicate below changes of corporate officers, partners, home addresses or telephone numbers:

Indicate below any direct or indirect interest in other liquor establishments:

Report below details of liquor law violations (civil or criminal) that have occurred within the last five years. (Dates, offenses fines or other penalties, including alcohol penalties):

Report below details involving any license rejections or revocations:

City/County Comments:



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
Telephone 651-201-7507 Fax 651-297-5259 TTY 651-282-6555

Certification of an On Sale Liquor License, 3.2% Liquor license, or Sunday Liquor License

Cities and Counties: You are required by law to complete and sign this form to certify the issuance of the following liquor license types: 1) City issued on sale intoxicating and Sunday liquor licenses
2) City and County issued 3.2% on and off sale malt liquor licenses

Name of City or County Issuing Liquor License Mantorville License Period From: 2/1/26 To: 1/31/27

Circle One: New License License Transfer _____ Suspension _____ Revocation _____ Cancel _____
(former licensee name) (Give dates)

License type: (check all that apply) ☒ On Sale Intoxicating ☒ Sunday Liquor ☐ 3.2% On sale ☐ 3.2% Off Sale

Fee(s): On Sale License fee: \$ _____ Sunday License fee: \$ _____ 3.2% On Sale fee: \$ _____ 3.2% Off Sale fee: \$ _____

Licensee Name: Scott Seim DOE _____ Social Security # _____
(corporation, partnership, LLC, or Individual)

Business Trade Name Mantorville Saloon Business Address 501 n main City Mantorville

Zip Code 55955 County Dodge Business Phone (507) 635-5557 Home Phone _____

Home Address _____ City _____

Licensee's Federal Tax ID # 46-2689811 Licensee's MN Tax ID # 3062476
(To apply call IRS 800-829-4933)

If above named licensee is a corporation, partnership, or LLC, complete the following for each partner/officer: ..

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
<u>Scott Seim</u>			
Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address

Intoxicating liquor licensees must attach a certificate of Liquor Liability Insurance to this form. The insurance certificate must contain all of the following:

- 1) Show the exact licensee name (corporation, partnership, LLC, etc) and business address as shown on the license.
- 2) Cover completely the license period set by the local city or county licensing authority as shown on the license.

☐ Yes ☒ No During the past year has a summons been issued to the licensee under the Civil Liquor Liability Law?

Workers Compensation Insurance is also required by all licensees: Please complete the following:

Workers Compensation Insurance Company Name: SFM Policy # _____

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county.

City Clerk or County Auditor Signature _____ Date _____
(title)

ON SALE INTOXICATING LIQUOR LICENSEES ONLY, must also purchase a \$20 Retailer Buyers Card. To obtain the application for the Buyers Card, please call 651-201-7507, or visit our website at <https://dps.mn.gov/divisions/age/Pages/default.aspx>



Minnesota Department of Public Safety
ALCOHOL AND GAMBLING ENFORCEMENT
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
OFFICE (651) 201-7510 FAX (651) 297-5259 TTY (651) 282-6555
DPS.MN.GOV

APPLICATION FOR OFF SALE INTOXICATING LIQUOR LICENSE
No license will be approved or released until the \$20 Retailer ID Card fee is received

PLEASE COMPLETE THIS APPLICATION IN ITS ENTIRETY.
INCOMPLETE APPLICATIONS WILL BE RETURNED WITHOUT ACTION.

Licensee's MN Sales and Use Tax ID # 3062476 To apply for a MN sales and use tax ID #, call (651) 296-6181
Licensee's Federal Tax ID # 46-2689811 Licensees must register with the Federal Tax and Trade Bureau (TTB),
for information call (513) 684-2979 or 1-800-937-8864

Applicant:

Licensee Name (Business, Partnership, Corporation) <u>Scott Seim</u>	Business Name (DBA) <u>Mantorville Saloon</u>	Social Security #
Physical Business Address <u>501 n main</u>	License Period From To	DOB (Individual Applicant) <u>212463</u>
City <u>Mantorville mn</u>	County <u>Dodge</u>	State <u>mn</u>
E-mail Address	Business Phone Number	Zip Code <u>55955</u>
		Applicant's Home Phone #

If a Corporation, LLC, or Partnership - state name, date of birth, Social Security # address, title, and Percent Owned by each officer.

Partner Officer (First, middle, last)	DOB	SS#	Title	Percent	Home Address
<u>Scott Seim</u>			<u>President</u>	<u>100</u>	
Partner Officer (First, middle, last)	DOB	SS#	Title	Percent	Home Address
Partner Officer (First, middle, last)	DOB	SS#	Title	Percent	Home Address
Partner Officer (First, middle, last)	DOB	SS#	Title	Percent	Address, City, State, Zip Code

- If a corporation, date of incorporation 5-31-2013, state incorporated in Minnesota If a subsidiary of any other corporation, so state _____
If incorporated under the laws of another state, is corporation authorized to do business in the state of Minnesota?
Yes ☐ No ☒ N/A
- Describe premises to which license applies; such as (first floor, second floor, basement, etc.) or if entire building, so state. FIRST FLOOR
- Is establishment located near any state university, state hospital, training school, reformatory or prison?
☐ Yes ☒ No. If yes, state approximate distance. _____
- Name and address of building owner Scott Seim
Has owner of building any connection, directly or indirectly, with applicant? ☒ Yes ☐ No
is the applicant

5. Is/are applicant(s), a member of the governing body of the municipality in which this license is to be issued?
☐ Yes ☒ No If Yes, in what capacity? _____
6. Have applicants any interest whatsoever, directly or indirectly, in any other liquor establishment in the state of Minnesota? ☒ Yes ☐ No If yes, give name and address of establishment. 509 Main St. N.
Monticello, MN 55955
7. Are the premises now occupied or to be occupied by the applicant entirely separate and exclusive from any other business establishment? Yes ☐ No ☒
8. State whether applicant has or will be granted, an On Sale Liquor License in conjunction with this Off Sale Liquor License and for the same premises. ☒ Yes ☐ No ☐ Will be granted
9. State whether applicant has or will be granted a Sunday On Sale Liquor License in conjunction with the regular On Sale Liquor License. Yes ☒ No ☐ Will be granted ☐
10. If this application is for a County Board Off Sale License, state the distance in miles to the nearest municipality.

11. If this license is being issued by a County Board, has a public hearing been held as per MN Statute 340A.405 sub2(d)?
12. If this license is being issued by a County Board, is it located in an organized township?
If so, attach township approval.

Violations

1. Has applicant(s) had a liquor license revoked in the last 5 years; ☐ Yes ☒ No If so, give dates and details.

2. Has applicant, partners, officers, or employees ever had any liquor law violations or felony convictions in Minnesota or elsewhere? Yes ☐ No ☒
If yes, give dates, charges and final outcome _____

3. During the past license year, has a summons been issued under the Liquor Civil Liability Law (Dram Shop) M.S. 340A.802. ☐ Yes ☒ No If yes, attach a copy of the summons.

REPORT BY POLICE/SHERIFF'S DEPARTMENT

This is to certify that the applicant and the associates named herein have not been convicted within the past five years for any felonies or municipal ordinances relating to intoxicating liquor except as follows:

Police/Sheriff's Department

Title

Signature

County Attorney's Signature

Construction Codes and Licensing Division
Licensing and Certification Services
443 Lafayette Road North
St. Paul, MN 55155



E-mail: dli.license@state.mn.us
Website: www.dli.mn.gov
Phone: (651) 284-5034

Certificate of Compliance Minnesota Workers' Compensation Law

This form must be completed by the business license applicant.

Print in ink or type

Minnesota Statutes § 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minn. Stat. chapter 176. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry.

A valid workers' compensation policy must be kept in effect at all times by employers as required by law.

License or certificate number (if applicable) <u>2025-501</u>	Business telephone number <u>(507) 635-5557</u>	Alternate telephone number	
Business name (Provide the legal name of the business entity. If the business is a sole proprietor or partnership, provide the owner's name(s), for example John Doe, or John Doe and Jane Doe.) <u>Mantorville Saloon</u>			
DBA ("doing business as" or "also known as" an assumed name), if applicable <u>501 N Main</u>			
Business address (must be physical street address, no P.O. boxes) <u>Dodge</u>	City <u>Mantorville</u>	State <u>MN</u>	ZIP code <u>55955</u>
County	Email address		

You must complete number 1 or 2 below.

Note: You must resubmit this form to the authority issuing your license if any of the information you have provided changes.

1. ☒ I have a workers' compensation insurance policy.

Insurance company name (not the insurance agent) <u>SFM</u>		
Policy number	Effective date <u>10/24/25</u>	Expiration date <u>10/24/25</u>

- ☐ I am self-insured for workers' compensation. (Attach a copy of the authorization to self-insure from the Minnesota Department of Commerce.)

2. I am not required to have workers' compensation insurance because:

- ☐ I only use independent contractors and do not have employees. (See [Minn. Stat. § 176.043](#) for trucking and messenger courier industries; [Minn. Stat. § 181.723, subd. 4](#), for building construction; and [Minnesota Rules chapter 5224](#) for other industries.)
- ☐ I do not use independent contractors and have no employees. (See [Minn. Stat. § 176.011, subd. 9](#), for the definition of an employee.)
- ☐ I use independent contractors and I have employees who are not required to be covered by the workers' compensation law. (Explain below.)
- ☐ I only have employees who are not required to be covered by the workers' compensation law. (Explain below.) (See [Minn. Stat. § 176.041](#) for a list of excluded employees.)

Explain why your employees are not required to be covered

I certify the information provided on this form is accurate and complete. If I am signing on behalf of a business, I certify I am authorized to sign on behalf of the business.

Print name <u>SCOTT Seim</u>	Title <u>President</u>	Date <u>12/2/25</u>
Applicant signature (required) <u>Scott Seim</u>		

If you have questions about completing this form or to request this form in Braille, large print or audio.

Insurance (ATTACH CERTIFICATE OF INSURANCE TO THIS FORM)

Licensee must obtain one of the following PER Minnesota Statute 340A.409:

Check one:

- ☒ A. Liquor Liability Insurance (Dram Shop) - \$50,000 per person, \$100,000 more than one person; \$10,000 property destruction; \$50,000 and \$100,000 for loss of means of support.

Please review Insurance Certificate before submitting:

Must be Certificate of Insurance (Declarations or Binders not accepted)

Licensee name on this application and the Insurance Certificate must match EXACTLY.

Must provide physical address of licensed location (No PO Boxes accepted)

Dates of coverage must cover the entire license period.

or

- ☐ B. A surety bond from a surety company with minimum coverage as specified in A.

or

- ☐ C. A certificate from the State Treasurer that the licensee has deposited with the state, trust funds having market value of \$100,000 or \$100,000 in cash or securities.

Minnesota Statutes, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in any activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minnesota Statutes, Chapter 176. The required workers' compensation insurance information is the name of the insurance company, the policy number, and the dates of coverage, or the permit to self-insure. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry. A valid workers' compensation policy must be kept in effect at all times by employers as required by law.

Workers compensation insurance company: Name SFM

Policy # _____ Number of employees: 5

I certify that I have read the above questions and that the answers are true and correct of my own knowledge.

Print name of applicant & title

Scott Seim

Signature of Applicant

Scott Seim

Date

12/2/25

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION 2025-39

**A RESOLUTION RENEWING THE ON SALE AND SUNDAY SALES
INTOXICATING LIQUOR LICENSE FOR SCOTT SEIM
DBA MANTORVILLE SALOON AT 509 NORTH MAIN STREET,
MANTORVILLE, MINNESOTA**

WHEREAS, Scott Seim (Applicant) dba Mantorville Saloon has submitted a renewal application for the issuance of an On Sale and Sunday Sales Intoxicating Liquor License at 509 North Main Street; and

WHEREAS, the Applicant currently has a valid On Sale and Sunday Sales Intoxicating Liquor License at this location; and

WHEREAS, the Dodge County Sheriff's Department has signed off on the renewal application and has found nothing to prevent issuance of an On Sale and Sunday Sales Intoxicating Liquor License to Scott Seim dba Mantorville Saloon at 509 North Main Street.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Mantorville does hereby approve issuance of an On Sale and Sunday Sales Intoxicating Liquor License to the Applicant listed below for the period of February 1, 2026 through January 31, 2027, contingent upon receipt of insurance for the same period and any other items pending at this time:

Scott Seim
dba Mantorville Saloon
509 North Main Street
Mantorville, Minnesota 55955

Adopted by the City Council of the City of Mantorville, Minnesota, this 8th day of December 8, 2025.

ATTEST:

Jeff Ingalls
Mayor

Gretchen Lohrbach
City Clerk-Treasurer



Minnesota Department of Public Safety
Alcohol & Gambling Enforcement Division
445 Minnesota Street, 1600
St Paul, Minnesota 55101
651-201-7507

RENEWAL OF LIQUOR, WINE, CLUB OR 3.2% LICENSES

No license will be approve or released until the \$20 Retailer ID Card fee is received by Alcohol and Gambling Enforcement

Licensee: Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. City Clerk/County Auditor are also required by M.S. 340A.404 S.3 to report any license cancellation.

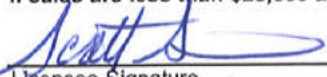
License Code: ONSS License Period Ending: 1/31/2026 Iden: 75139
Issuing Authority: Mantorville
Licensee Name: Seim, Scott
Trade Name: Mantorville Saloon
Address: 509 Main St N
Mantorville, MN 55955
Business Phone: 507-635-5557
License Fees: Off Sale: \$0.00 On Sale: \$2,500.00 Sunday: \$200.00

By signing this renewal application, applicant certifies that there has been no change in ownership on the above named licensee. For changes in ownership, the licensee named above, or for new licensees, full applications should be used. See back of this application for further information needed to complete this renewal.

Applicant's signature on this renewal confirms the following: Failure to report any of the following may result in civil penalties.

1. Licensee confirms it has no interest whatsoever, directly or indirectly in any other liquor establishments in Minnesota. If so, give details on back of this application.
2. Licensee confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
3. Licensee confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
4. Licensee confirms that during the past five years it or its employees have not been cited for any civil or criminal liquor law violations. If violations have occurred, please give details on back of this renewal, then sign below.
5. Licensee confirms that during the past license year, a summons has not been issued under the Liquor Liability Law (Dram Shop) MS 340A.802. If yes, attach a copy of the summons, then sign below.
6. Licensee confirms that Workers Compensation insurance will be kept in effect during the license period. Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued.

Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued. \$100,000 in cash or securities or \$100,000 surety bond may be submitted in lieu of liquor liability. (3.2 liquor licenses are exempt if sales are less than \$25,000 at on sale, or \$50,000 at off sale).



Licensee Signature DOB SSN
(Signature certifies all above information to be correct and license has been approved by city/county.)


Date

City Clerk/Auditor Signature
(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

Date

County Attorney Signature
County Board issued licenses only (Signature certifies licensee is eligible for license).

Date

Police/Sheriff Signature
Signature certifies licensee or associates have been checked for any state/local liquor law violations (criminal/civil) during the past five years. Report violations on back, then sign here.

Date

Indicate below changes of corporate officers, partners, home addresses or telephone numbers:

Indicate below any direct or indirect interest in other liquor establishments:

Report below details of liquor law violations (civil or criminal) that have occurred within the last five years. (Dates, offenses fines or other penalties, including alcohol penalties):

Report below details involving any license rejections or revocations:

City/County Comments:



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
Telephone 651-201-7507 Fax 651-297-5259 TTY 651-282-6555

Certification of an On Sale Liquor License, 3.2% Liquor license, or Sunday Liquor License

Cities and Counties: You are required by law to complete and sign this form to certify the issuance of the following liquor license types: 1) City issued on sale intoxicating and Sunday liquor licenses
2) City and County issued 3.2% on and off sale malt liquor licenses

Name of City or County Issuing Liquor License Mantorville License Period From: 2/1/26 To: 1/31/27

Circle One: New License License Transfer _____ Suspension _____ Revocation _____ Cancel _____
(former licensee name) (Give dates)

License type: (check all that apply) ☒ On Sale Intoxicating ☒ Sunday Liquor ☐ 3.2% On sale ☐ 3.2% Off Sale

Fee(s): On Sale License fee: \$ 2,500 Sunday License fee: \$ 200 3.2% On Sale fee: \$ _____ 3.2% Off Sale fee: \$ _____

Licensee Name: Scott Seim DOB _____ Social Security # _____
(corporation, partnership, LLC, or Individual)

Business Trade Name Mantorville Saloon Business Address 509 N. Main City Mantorville

Zip Code _____ County Dodge Business Phone 507 635-5257 Home Phone _____

Home Address _____ City _____

Licensee's Federal Tax ID # 46-2689811 Licensee's MN Tax ID # 3062476
(To apply call IRS 800-829-4933)

If above named licensee is a corporation, partnership, or LLC, complete the following for each partner/officer:

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
<u>Scott Seim</u>			
Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address

Intoxicating liquor licensees must attach a certificate of Liquor Liability Insurance to this form. The insurance certificate must contain all of the following:

- 1) Show the exact licensee name (corporation, partnership, LLC, etc) and business address as shown on the license.
- 2) Cover completely the license period set by the local city or county licensing authority as shown on the license.

☐ Yes ☒ No During the past year has a summons been issued to the licensee under the Civil Liquor Liability Law?

Workers Compensation Insurance is also required by all licensees: Please complete the following:

Workers Compensation Insurance Company Name: SFM Policy # _____

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county.

City Clerk or County Auditor Signature _____ Date _____
(title)

ON SALE INTOXICATING LIQUOR LICENSEES ONLY, must also purchase a \$20 Retailer Buyers Card. To obtain the application for the Buyers Card, please call 651-201-7507, or visit our website at <https://dps.mn.gov/divisions/age/Pages/default.aspx>

Construction Codes and Licensing Division
Licensing and Certification Services
443 Lafayette Road North
St. Paul, MN 55155



E-mail: dli.license@state.mn.us
Website: www.dli.mn.gov
Phone: (651) 284-5034

Certificate of Compliance Minnesota Workers' Compensation Law

This form must be completed by the business license applicant.

Print in ink or type

Minnesota Statutes § 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minn. Stat. chapter 176. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry.

A valid workers' compensation policy must be kept in effect at all times by employers as required by law.

License or certificate number (if applicable) <u>2025-509</u>	Business telephone number <u>507 635-5257</u>	Alternate telephone number	
Business name (Provide the legal name of the business entity. If the business is a sole proprietor or partnership, provide the owner's name(s), for example John Doe, or John Doe and Jane Doe.) <u>Mantorville Saloon</u>			
DBA ("doing business as" or "also known as" an assumed name), if applicable <u>509 N Main Mantorville MN</u>			
Business address (must be physical street address, no P.O. boxes) <u>Dodge</u>	City <u>Mantorville</u>	State <u>MN</u>	ZIP code <u>55955</u>
County	Email address		

You must complete number 1 or 2 below.

Note: You must resubmit this form to the authority issuing your license if any of the information you have provided changes.

1. ☒ I have a workers' compensation insurance policy.

Insurance company name (not the insurance agent) <u>SFM</u>		
Policy number <u>---</u>	Effective date <u>10/24/25</u>	Expiration date <u>10/24/26</u>

☐ I am self-insured for workers' compensation. (Attach a copy of the authorization to self-insure from the Minnesota Department of Commerce.)

2. I am not required to have workers' compensation insurance because:

- ☐ I only use independent contractors and do not have employees. (See Minn. Stat. § 176.043 for trucking and messenger courier industries; Minn. Stat. § 181.723, subd. 4, for building construction; and Minnesota Rules chapter 5224 for other industries.)
- ☐ I do not use independent contractors and have no employees. (See Minn. Stat. § 176.011, subd. 9, for the definition of an employee.)
- ☐ I use independent contractors and I have employees who are not required to be covered by the workers' compensation law. (Explain below.)
- ☐ I only have employees who are not required to be covered by the workers' compensation law. (Explain below.) (See Minn. Stat. § 176.041 for a list of excluded employees.)

Explain why your employees are not required to be covered

I certify the information provided on this form is accurate and complete. If I am signing on behalf of a business, I certify I am authorized to sign on behalf of the business.

Print name <u>SCOTT Seim</u>	Title <u>President</u>	Date <u>12/2/25</u>
Applicant signature (required) <u>Scott Seim</u>		

If you have questions about completing this form or to request this form in Braille, large print or audio.

RESOLUTION 2025-40
A RESOLUTION AUTHORIZING THE CERTIFICATION OF UNPAID CHARGES TO THE
DODGE COUNTY AUDITOR

WHEREAS, Chapter 50.03 of the Mantorville City Code establishes the process for collecting unpaid Water and Sewer bills; and Chapter 96 of the Mantorville City Code establishes the process for collecting unpaid Fire Call Fees, and

WHEREAS, pursuant to proper notice duly given and a chance to appeal, the following list attached, known as Exhibit A, encompasses those unpaid charges.

THEREFORE BE IT RESOLVED, by the City Council of the City of Mantorville, County of Dodge, State of Minnesota that the unpaid charges, attached as exhibit A, shall constitute a special assessment against the lands as listed and shall be certified to the Dodge County Auditor for collection with property taxes.

Passed by the Mantorville City Council this 8th day of December, 2025.

The City Clerk is instructed to transmit a copy of the assessments to Dodge County to be extended on the property tax lists of the County. Such assessments shall be collected and paid in the same manner as other municipal taxes.

Mayor Jeffrey Ingalls

Attest: Gretchen Lohrbach
City Clerk Treasurer

EXHIBIT A – PROPERTIES TO BE CERTIFIED

<u>NAME</u>	<u>PUD#</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
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STORM WATER FEES OUTSTANDING			
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WATER SEWER BILLS OUTSTANDING			
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Goundry	25.301.0160	720 Hickory Lane	\$1,027.11
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FIRE CALL FEES			
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**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION 2025-41

**A RESOLUTION ACCEPTING A DONATION
TO THE CITY OF MANTORVILLE**

WHEREAS, the below listed individual has generously donated to the City of Mantorville:

Gary Rustin has donated a reflective vest and 3 pairs of gloves valuing \$40.00

NOW THEREFORE BE IT RESOLVED, that Mayor and the Mantorville City Council accept this donation and express their sincere appreciation and thanks on behalf of the City of Mantorville.

Adopted by the City Council of the City of Mantorville, Minnesota, this 8th day of December 2025.

ATTEST:

Jeffrey Ingalls
Mayor

Gretchen Lohrbach
City Clerk-Treasurer

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION NO. 2025-42

**A RESOLUTION APPROVING THE DELEGATION
OF AUTHORITY FOR PAYING CLAIMS
THROUGH MONTH END IN 2025**

WHEREAS, Minnesota Statute 412.271 Subd. 7 and Subd. 8 authorize a City Council to delegate authority to pay certain claims against the City by the City Administrative Official; and

WHEREAS, the City Clerk-Treasurer is the City Administrative Official; and

WHEREAS, the City Council desires to authorize the City Clerk-Treasurer to pay all claims deemed as valid received through month end of December 2025; and

WHEREAS, all checks drawn for payment of claims must be signed by the City Clerk-Treasurer and the Mayor; and

WHEREAS, the City Clerk-Treasurer will present to the City Council at the first Council meeting in January 2026 the list of claims paid and an explanation of the payment.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mantorville, Minnesota, that the City Clerk-Treasurer is authorized to pay all claims received through month end in December 2025, if in the City Clerk-Treasurer's discretion, the claims are valid.

Adopted by the City Council of the City of Mantorville, Minnesota, this 8th day of December 2025.

ATTEST:

Jeffrey Ingalls
Mayor

Gretchen Lohrbach
City Clerk-Treasurer

Proclamation

Whereas, Leila Galloway has set multiple State records in her class for Powerlifting at the State Competition in November, 2025,

Whereas, she has shown determination, dedication, perseverance, and passion,

Whereas, she has proved herself to be an outstanding community ambassador,

NOW, THEREFORE, I, Jeff Ingalls, by virtue of the authority vested in me as Mayor of the City of Mantorville, do hereby proclaim
Leila Galloway an:

“Outstanding Kamet Athlete”

IN WITNESS WHEREOF, I have hereunto set my hand this tenth day of November in the year of our Lord two thousand twenty five,
and of the State of Minnesota the three hundred and fourteenth.

Dated this 8th day of December, 2025

Mayor Jeff Ingalls



Trail to the Past. Road to the Future.

City **Mantorville**
 Date **11/1/2025** thru **11/30/2025**

<u>Agency</u>	<u>Incident_Nr</u>	<u>Location</u>	<u>LocCity</u>	<u>Activity</u>
S	202500008486	1002 Hickory Ln	Mantorville	Paper Service
S	202500008404	1105 7th St W	Mantorville	Miscellaneous
S	202500008980	1109 7th St W	Mantorville	Alarm
S	202500008505	140 State Hwy 57	Mantorville	School Bus Violations
S	202500008690	141 County Rd 12	Mantorville	Welfare Check
S	202500009083	215 9th St W	Mantorville	Traffic Hazard
S	202500008671	21 5th St W	Mantorville	Animal Comp
S	202500008601	22 6th St E	Mantorville	TeST Only-No Resp Needed
S	202500008650	22 6th St E	Mantorville	Admin. Stats Only
S	202500008767	22 6th St E	Mantorville	TeST Only-No Resp Needed
S	202500008864	22 6th St E	Mantorville	9-1-1 Hang Up Call
S	202500008508	22 6th St E	Mantorville	Violate/cond-release
S	202500008581	22 6th St E	Mantorville	Ambulance Run
S	202500008651	22 6th St E	Mantorville	Violate/cond-release
S	202500008961	22 6th St E	Mantorville	Violate/cond-release
S	202500008449	22 6th St E	Mantorville	Offender Registry
S	202500008515	22 6th St E	Mantorville	No Contact Order, Domesti
S	202500008981	22 6th St E	Mantorville	No Contact Order, Domesti
S	202500008411	22 6th St E	Mantorville	Harassment O.f.p.
S	202500008428	22 6th St E	Mantorville	Admin. Stats Only
S	202500008430	22 6th St E	Mantorville	Admin. Stats Only
S	202500008432	22 6th St E	Mantorville	Admin. Stats Only
S	202500008435	22 6th St E	Mantorville	Admin. Stats Only
S	202500008436	22 6th St E	Mantorville	Admin. Stats Only
S	202500008452	22 6th St E	Mantorville	Admin. Stats Only
S	202500008510	22 6th St E	Mantorville	Admin. Stats Only
S	202500008529	22 6th St E	Mantorville	Admin. Stats Only
S	202500008583	22 6th St E	Mantorville	Admin. Stats Only
S	202500008587	22 6th St E	Mantorville	Admin. Stats Only
S	202500008655	22 6th St E	Mantorville	Admin. Stats Only
S	202500008680	22 6th St E	Mantorville	Admin. Stats Only
S	202500008681	22 6th St E	Mantorville	Admin. Stats Only
S	202500008686	22 6th St E	Mantorville	Admin. Stats Only
S	202500008718	22 6th St E	Mantorville	Admin. Stats Only
S	202500008726	22 6th St E	Mantorville	Admin. Stats Only
S	202500008727	22 6th St E	Mantorville	Admin. Stats Only
S	202500008728	22 6th St E	Mantorville	Admin. Stats Only
S	202500008793	22 6th St E	Mantorville	Admin. Stats Only
S	202500008794	22 6th St E	Mantorville	Admin. Stats Only
S	202500008795	22 6th St E	Mantorville	Admin. Stats Only
S	202500008811	22 6th St E	Mantorville	Admin. Stats Only
S	202500008816	22 6th St E	Mantorville	Admin. Stats Only
S	202500008857	22 6th St E	Mantorville	Admin. Stats Only
S	202500008861	22 6th St E	Mantorville	Admin. Stats Only
S	202500008887	22 6th St E	Mantorville	Admin. Stats Only
S	202500008892	22 6th St E	Mantorville	TeST Only-No Resp Needed
S	202500008989	22 6th St E	Mantorville	Admin. Stats Only
S	202500008992	22 6th St E	Mantorville	Admin. Stats Only
S	202500009037	22 6th St E	Mantorville	Admin. Stats Only
S	202500008451	22 6th St E	Mantorville	Permit To Purchase
S	202500008531	22 6th St E	Mantorville	Permit To Purchase
S	202500008533	22 6th St E	Mantorville	Permit To Purchase
S	202500008534	22 6th St E	Mantorville	Permit To Purchase
S	202500008589	22 6th St E	Mantorville	Permit To Purchase
S	202500008590	22 6th St E	Mantorville	Permit To Purchase
S	202500008683	22 6th St E	Mantorville	Permit To Purchase
S	202500008723	22 6th St E	Mantorville	Permit To Purchase
S	202500008859	22 6th St E	Mantorville	Permit To Purchase
S	202500008999	22 6th St E	Mantorville	Permit To Purchase

City **Mantorville**
 Date **11/1/2025** thru **11/30/2025**

<u>Agency</u>	<u>Incident_Nr</u>	<u>Location</u>	<u>LocCity</u>	<u>Activity</u>
S	202500009021	22 6th St E	Mantorville	Permit To Purchase
K	202500004175	22 6th St E	Mantorville	CHILD PROTECTION INTAKE
K	202500004177	22 6th St E	Mantorville	CHILD PROTECTION INTAKE
S	202500008425	22 6th St E	Mantorville	Paper Service
S	202500009028	22 6th St E	Mantorville	Burning Permit
S	202500008966	22 6th St E	Mantorville	Public Assist
S	202500008930	408 6th St W	Mantorville	Person In Crisis
K	202500004402	408 6th St W	Mantorville	Assist Other Agency
S	202500009047	320 Main St N	Mantorville	Suspicious Activity
S	202500008579	320 Main St N	Mantorville	Alarm
S	202500008397	321 Main St N	Mantorville	Miscellaneous
S	202500008574	511 Blanch St	Mantorville	Alarm
S	202500008915	600 Washington St	Mantorville	Fraud
S	202500008768	600 Washington St	Mantorville	Noise Complaint
S	202500008652	606 Washington St	Mantorville	Lost Animals
S	202500008413	415 Main St N	Mantorville	Disturbance
S	202500008957	615 Main St N	Mantorville	Alarm
S	202500008755	810 Hickory Ln	Mantorville	Ambulance Run
K	202500004337	801 Clay St	Mantorville	Assist Other Agency
S	202500008792	801 Clay St	Mantorville	Ambulance Run
S	202500008402	905 7th St W	Mantorville	Civil
S	202500009110	909 Walnut St	Mantorville	Ambulance Run
S	202500008485	816 Main St N	Mantorville	Paper Service
Total		82		

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION NO. 2025-43

**A RESOLUTION ADOPTING THE FINAL TAX LEVY
COLLECTIBLE IN THE YEAR 2026**

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Mantorville, Minnesota, County of Dodge, State of Minnesota, that the final property tax levy collectible in the year 2026 is set at the following amount:

GENERAL FUND _____

The City Clerk-Treasurer is hereby instructed to deliver a certified copy of this resolution to the Dodge County Auditor, Dodge County, Minnesota.

Adopted by the City Council of the City of Mantorville, Minnesota, this 8th day of December 2025.

ATTEST:

Jeffrey Ingalls
Mayor

Gretchen Lohrbach
City Clerk-Treasurer

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION NO. 2025-44

**A RESOLUTION SETTING THE MONTHLY
WATER AND SEWER RATES FOR 2026**

WHEREAS, Mantorville City Code Section 50.03 allows for the establishment of water and sewer system fees from time to time by resolution of the City Council; and

WHEREAS, Mantorville City Code Section 50.03 allows for changes in the user fees to be adopted by resolution and enacted upon publication of the resolution in said local newspaper; and

WHEREAS, the Mantorville City Council has determined, per Resolution Number 2009-05, that the Council needs to consider for an increase in the water and sewer rates to take place January 1 of each year to cover operating expenses and outstanding debt associated with the water and sewer systems; and

WHEREAS, the Mantorville City Council has determined, per Resolution Number 2009-05, that the increase to both the base rate and the user rate to water and sewer will be 3% each year unless determined otherwise by the City Council; and

WHEREAS, after review and consideration of the water and sewer fund and based on need for future projects involving these funds, the increase in the base charge and the user charge for 2026 will be 3% for water and 3% for sewer; and

WHEREAS, the following are the established new 2026 rates:

2025 Rates		2026 Rates	
Water Base	\$20.49	Water Base	\$21.12
Water Usage	\$5.10	Water Usage	\$5.25
Sewer Base	\$37.96	Sewer Base	\$39.11
Sewer Usage	\$8.97	Sewer Usage	\$9.24

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Mantorville, Minnesota, County of Dodge, State of Minnesota, hereby adjusts the base and usage fees for water and sewer as listed above to take place beginning with the January 2026 billing period.

Adopted by the City Council of the City of Mantorville, Minnesota, this 8th day of December 2025.

ATTEST:

Jeffrey Ingalls
Mayor

Gretchen Lohrbach
City Clerk-Treasurer

WAGE DISTRIBUTION

2026 with Wage Distribution Showing Staff Changes at 2.6% COLA

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	\$23,880.00	0.00%	100.00%	\$23,880.00	\$3,618.00
Brad (\$22,713) & Brian (\$1,167)	Overtime	\$0.00			\$23,880.00	\$3,618.00
	Health	\$0.00			\$23,880.00	\$3,618.00
	Dental	\$0.00				
	Life	\$0.00				
	SocS,Med, Pera	\$3,618.00				
Wade Schroeder	Water	\$59,696.00	16.00%	16.00%	\$9,654.72	\$3,724.48
	Sewer		21.00%	21.00%	\$12,671.82	\$4,888.38
	Streets		39.00%	39.00%	\$23,533.38	\$9,078.42
	Parks		24.00%	24.00%	\$14,482.08	\$5,586.72
Based on 15 hours	Overtime	\$646.00			\$60,342.00	\$23,278.00
	Health	\$11,296.00				
	Dental	\$516.00				
	Life	\$624.00				
	Pera, SocS,Med, HSA	\$10,842.00				
Deputy City Clerk	Water	\$46,966.00	30.00%	30.00%	\$14,242.20	\$6,398.40
	Sewer		30.00%	30.00%	\$14,242.20	\$6,398.40
	Clerk		30.00%	30.00%	\$14,242.20	\$6,398.40
	Campground		10.00%	10.00%	\$4,747.40	\$2,132.80
Based on 15 Hours	Overtime	\$508.00			\$47,474.00	\$21,328.00
	Health	\$11,296.00				
	Dental	\$516.00				
	Life	\$624.00				
	Pera, SocS, Med, HSA	\$8,892.00				
Gretchen Lohrbach	Clerk	\$72,716.00	80.00%	80.00%	\$58,172.80	\$20,122.40
	Water		10.00%	10.00%	\$7,271.60	\$2,515.30
	Sewer		10.00%	10.00%	\$7,271.60	\$2,515.30
	Overtime	\$0.00			\$0.00	\$0.00
Salaried	Health	\$11,296.00			\$72,716.00	\$25,153.00
	Dental	\$516.00				
	Life	\$624.00				
	Pera, SocS,Med, HSA	\$12,717.00				
Joe Adams	Water	\$67,267.00	16.00%	16.00%	\$11,150.88	\$3,951.20
	Sewer		21.00%	21.00%	\$14,635.53	\$5,185.95
	Streets		39.00%	39.00%	\$27,180.27	\$9,631.05
	Parks		24.00%	24.00%	\$16,726.32	\$5,926.80
Based on 50 hours	Overtime	\$2,426.00			\$69,693.00	\$24,695.00
	Health	\$11,296.00				
	Dental	\$516.00				
	Life	\$624.00				
	Pera, SocS,Med, HSA	\$12,259.00				
				Wage Total	\$274,105.00	Benefit Total
					\$98,072.00	

Department Breakdown	Base Salary	Benefits
Water Utility	\$42,319.40	\$16,589.38
Sewer Utility	\$48,821.15	\$18,988.03
Public Works	\$50,713.65	\$18,709.47
General Government	\$72,415.00	\$26,520.80
Campground	\$4,747.40	\$2,132.80
Parks	\$55,088.40	\$15,131.52
Total Salary	\$274,105.00	\$98,072.00
Overtime Portion of Total Salaries is	\$3,580.00	

COLA for 2026 is projected to be 2.6%

Overtime Portion of Total Salaries is		\$3,580.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
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*** COLA of 2.6% Already Included in Budget

	General Budget Increase	Salaries Increase	Benefits Increase
1%		\$1,782.00	\$178.00
2%		\$3,564.00	\$356.00
3%		\$5,346.00	\$534.00

COLA 2.63%
 \$34.96
 \$28.70
 \$18.42
 \$22.58
 \$32.34
 \$19.58

BENEFITS

[illegible]

History of Health Premiums				History of Dental Premiums			
	Year	Single	Family		Year	Single	Family
Health Insurance	2021	\$861.00	\$1,621.50		2021	\$42.15	\$117.90
	2022-Plan 2	\$891.56	\$1,787.15		2022	\$32.74	\$108.48
	2022-Plan 1	\$914.12	\$1,835.79		2022	\$32.74	\$108.48
	2023-Plan 2	\$836.98	\$1,804.73		2023	\$38.42	\$139.08
	2024-Plan 1	\$863.76	\$1,804.73		2024	\$41.76	\$151.18
Life Insurance	2025	\$883.62	\$1,905.32		2025	\$41.76	\$151.18
	2026	\$941.32	\$2,029.00		2026	\$43.00	\$156.00

Increase employer contribution for 2026 to health savings account from \$1,650 to \$1,700 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	\$3,300.00	\$1,650.00
2026	\$3,400.00	\$1,700.00

CITY OF MANTORVILLE
2026 Preliminary Budget

12/8/2025

2026 General Budget w/ 2025 YTD

		2023 Budget	2024 Budget	2025 Budget	2026 Budget
LEVY BREAKDOWN		Final	Final	Final	Preliminary
Account		Final Levy Set 8%	Final Levy Set 6.5%	Levy Set 7.5%	
101-		\$595,334.19	\$634,031.91	\$681,584.00	
31000	Property tax	\$551,235.36	\$595,334.19	\$634,031.91	\$681,584.00
	Property tax + 1%	\$556,717.71	\$601,287.53	\$640,372.22	\$688,400.00
	Property tax + 2%	\$562,260.07	\$607,240.87	\$646,712.55	\$695,216.00
	Property tax + 3%	\$567,772.42	\$613,194.22	\$653,052.86	\$702,032.00
	Property tax + 4%	\$573,284.77	\$619,147.56	\$659,393.18	\$708,848.00
	Property tax + 5%	578,797.13	\$625,100.90	\$665,733.51	\$715,664.00
	Property tax + 6%	\$584,309.48	\$631,054.24	\$672,073.83	\$722,479.00
			\$634,031.91		
	Property tax + 7%	\$589,821.84	\$637,007.58	\$678,414.14	\$729,295.00
				\$681,584.30	
	Property tax + 8%	\$595,334.19	\$642,960.93	\$684,754.46	\$736,111.00
	Property tax + 9%	\$600,846.54	\$648,914.27	\$691,094.78	\$742,927.00
	Property tax +10%	\$606,358.90	\$654,867.61	\$697,435.10	\$749,742.73
	Property tax + 11%	\$611,871.25	\$660,820.95	\$703,775.42	\$756,559.00
	Property tax + 12%	\$617,383.60	\$666,774.29	\$710,115.74	\$763,374.00
	Property tax + 13%	\$622,895.96	\$672,727.63	\$716,456.06	\$770,190.00
	Property tax + 14%	\$628,408.31	\$678,680.98	\$722,796.38	\$777,066.00
	Property tax + 15%	\$633,920.66	\$684,634.31	\$729,136.69	\$783,822.00
	Property Tax + 16%				
	Property Tax + 17%				
	Property Tax + 18%				
	Property Tax + 19%				
	Property Tax + 20%				

****Each Levy Percentage increase is \$6,815.84**

2026 General Budget w/ 2025 YTD

		2024 Budget Final Levy 6.5%	2024 EOY End of Year	2025 Budget Final Levy 7.5%	2025 YTD YTD	2026 Budget Preliminary	COMMENTS
101-	REVENUES						
31000	Property Tax	\$634,031.91	\$626,746.68	\$681,584.00	\$378,537.53	\$770,190.00	13% Preliminary Levy
32000	Permits & Licenses	\$550.00	\$1,860.00	\$2,100.00	\$2,395.00	\$2,500.00	Rental, Golf Cart, Garbage, vendors
32110	Liquor Licenses	\$8,200.00	\$8,200.00	\$8,200.00	\$0.00	\$8,200.00	Liquor License fees
32210	Building Permits	\$10,000.00	\$4,907.16	\$4,000.00	\$5,243.12	\$26,000.00	Building permit fees, added \$22,000 because of Eagle Meadows home permits for 2026
32240	Animal Licenses	\$100.00	\$25.00	\$100.00	\$175.00	\$175.00	Dog tags
32241	Animal Impound Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Animal impound fees
33000	Intergovernmental Revenues	\$0.00	\$1,710.78	\$1,800.00	\$1,779.21	\$1,832.00	Typically grant dollars (FD DNR grant) Snow Removal from State
33160	Other Grants & Health Grants	\$0.00	\$15,000.00	\$0.00	\$20,000.00	\$0.00	Received Compeer in 2024 for \$5,000, Grant \$20,000 2025 toward siren repair
33170	FEMA Grants	\$0.00	\$39,650.00	\$0.00	\$36,055.80	\$0.00	\$36,055.80 From flood in June 2024
33400	State Grants & Aids	\$0.00	\$49,398.76	\$0.00	\$7,232.00	\$24,025.00	Small Cities Assistance
33401	Local Government Aid	\$376,877.00	\$344,869.00	\$375,181.00	\$172,560.00	\$345,427.00	
33402	Market Value Credit	\$0.00	\$428.37	\$0.00	\$269.42	\$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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Offset to PERA; employee retire
33440	Fire Department Grant	\$0.00	\$4,599.00	\$40,000.00	\$0.00	\$0.00	Grant for 2025 radios
33610	County Highway Aid	\$5,836.96	\$6,395.93	\$6,580.00	\$7,247.42	\$7,300.00	Aid dollars to offset highway maintenance
34101	City Property Rent Revenue	\$12,100.00	\$12,097.00	\$12,096.00	\$9,114.00	\$10,440.00	Tower lease with AT&T
34103	Zoning and Subdivision Fees	\$1,000.00	\$0.00	\$500.00	\$400.00	\$600.00	public hearing/other zoning
34107	Assessment Search Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
34202	Fire Department Contracts	\$74,300.00	\$74,300.00	\$78,015.00	\$78,015.00	\$81,916.00	annual township fire contracts, est 5% increase
34203	Fire Dept. - Fire calls	\$1,500.00	\$5,975.00	\$3,000.00	\$5,733.60	\$5,000.00	Fees for fire calls & Pool Fills
34780	Park Fees	\$800.00	\$450.00	\$600.00	\$2,030.00	\$2,000.00	Shelter & Bandshell rental fees
35000	Fines and Forfeits	\$700.00	\$1,000.41	\$900.00	\$736.04	\$1,000.00	City share of Dodge County issued tickets
36200	Miscellaneous Revenues	\$1,000.00	\$10,703.95	\$300.00	\$414,949.99	\$500.00	2024 Copies, scrap metal, auction items, city clothing, Xcel HWY 57 Reimbursement, Joint Ventures. 2025 High because transferring Bandshell & 2024A HWY 57 Bond funds (these just pass through) - see 101-43100-570
36201	Refunds and Reimbursements	\$6,500.00	\$30,199.50	\$6,500.00	\$11,013.24	\$5,000.00	Dividend checks LMC, LMCIT, Health Ins, IRS, Fire Dept Reimburse Was High In 2024 Because Of Large IRS Refunds & Street Light Reimbursement from Xcel in 2024
36210	Interest Earnings	\$36,000.00	\$31,845.23	\$35,320.00	\$23,643.12	\$25,000.00	Interest on investments, savings, checking that are Allocated to General Fund
36230	Contributions and Donations	\$200.00	\$200.00	\$200.00	\$355.00	\$100.00	National Night Out 2025

38050	Cable Franchise Fees	\$6,000.00	\$6,285.36	\$6,600.00	\$1,971.83	\$460.00	Cable franchise fees - Mediacom same per Qtr., Kmtel is gone
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	\$0.00	\$0.00	\$375,394.57	\$0.00	High because transferring Bond funds for 2024A HWY 57 Bond (these just pass through) - see 101-43100-570
39300	Proceeds Gen long term Debt	\$0.00	\$22,500.00	\$0.00	\$0.00	\$0.00	Recording John Deere Lease in 2024
	Total Revenues	\$1,175,695.87	\$1,299,347.13	\$1,263,576.00	\$1,554,850.89	\$1,317,665.00	

2026 General Budget w/ 2025 YTD

		2024 Budget	2024 EOY	2025 Budget	2025 YTD	2026 Budget	COMMENTS
101-	EXPENDITURES	Final Levy 6.5%	EOY Spent	Final Levy 7.5%	YTD Spent	Preliminary	
41110	LEGISLATIVE (MAYOR/COUNCIL)						
101	Salaries	\$9,200.00	\$9,278.26	\$9,200.00	\$0.00	\$9,200.00	Mayor and Council salary
120	Council Benefits	\$704.00	\$709.78	\$704.00	\$0.00	\$704.00	SS, Medicare for Council
151	Workers Comp Ins. Premium	\$119.00	\$95.03	\$115.00	\$223.59	\$220.00	Work Comp for Council Members
208	Training, Mileage	\$1,000.00	\$350.00	\$1,000.00	\$369.98	\$350.00	LMC Councilmember Training (LMC), training from City Attorney
352	Publishing	\$2,500.00	\$3,360.54	\$3,000.00	\$2,896.39	\$2,300.00	Legal Notices Published in Paper
365	Other Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
430	Miscellaneous	\$100.00	\$226.20	\$100.00	\$204.63	\$100.00	Name Plates, etc.
433	Dues and Memberships	\$2,100.00	\$960.00	\$2,400.00	\$1,991.00	\$2,000.00	Dues to LMC, SEMLM, SESC, MCFOA, IIMC
490	Donations to Civic Organizations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	TOTAL	\$15,723.00	\$14,979.81	\$16,519.00	\$5,685.59	\$14,874.00	
41200	OPERATING TRANSFERS						
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	TOTAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

*Items in red have gone over budget

2026 General Budget W/2025 YTD

		2024 Budget	2024 EOY	2025 Budget	2025 YTD	2026 Budget	COMMENTS
101-	EXPENDITURES	Final Levy 6.5%	EOY Spent	Final Levy 7.5%	YTD Spent	Preliminary	
41410	ELECTIONS						
	101 Salaries	\$4,500.00	\$3,148.75	\$0.00	\$0.00	\$3,500.00	Training, Election Day Support
	120 Benefits	\$682.00	\$87.93	\$0.00	\$0.00	\$95.00	Soc Sec, Medicare for Election Staff
	430 Miscellaneous	\$300.00	\$340.07	\$0.00	\$0.00	\$300.00	Food for Elections Staff
	TOTAL	\$0.00	\$3,576.75	\$0.00	\$0.00	\$3,895.00	
41500	Financial Administration						
	101 Salaries	\$68,592.87	\$65,190.92	\$68,728.00	\$65,856.61	\$72,415.00	
	120 Employee Benefits	\$24,778.55	\$18,626.20	\$24,912.46	\$20,184.10	\$26,521.00	SS, Medicare, Health, Dental, life, PERA etc., wellness pool
	151 Workers Comp Insurance	\$979.00	\$785.89	\$980.00	\$118.84	\$800.00	
	200 Supplies	\$1,200.00	\$1,077.45	\$1,200.00	\$876.57	\$1,200.00	City Hall related Supplies
	208 Training, Mileage	\$1,500.00	\$1,212.30	\$1,500.00	\$1,852.97	\$1,900.00	Training/Conference for Clerk & Deputy Clerk, MCFOA
	300 Professional Services	\$4,800.00	\$9,432.40	\$9,500.00	\$8,080.93	\$10,165.00	Banyon, Blue Host, On-Site Computers, WEX HSA, Adobe lease
	312 Animal Impound Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	315 Recording Fees	\$400.00	\$91.00	\$400.00	\$97.00	\$400.00	Paid to Dodge County Recorder
	322 Postage	\$5,500.00	\$2,267.09	\$2,700.00	\$507.38	\$1,000.00	Monthly UB mail, all other correspondence, supplies
	350 Printing/Binding	\$1,800.00	\$2,301.92	\$2,300.00	\$2,950.00	\$2,300.00	All printing + copier maintenance costs
	437 Other Miscellaneous	\$1,000.00	\$934.21	\$1,000.00	\$1,117.79	\$1,000.00	Misc Items plus \$500 for National Night Out
	444 COVID-19 Emergency	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	445 Health & Wellness	\$530.00	\$0.00	\$0.00	\$0.00	\$0.00	
	570 Capital Outlay	\$6,800.00	\$0.00	\$1,600.00	\$2,345.51	\$1,600.00	Laserfiche Storage (OPG-3), computers, Cell Phone for City Hall
	700 Funds Transfer	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	
	Total Financial Administration	\$117,880.42	\$111,919.38	\$114,820.46	\$103,987.70	\$119,301.00	

2026 General Budget w/ 2025 YTD

EXPENDITURES		2024 Budget	2024 EOY	2025 Budget	2025 YTD	2026 Budget	COMMENTS
101-		Final Levy 6.5%	EOY Spent	Levy 7.5%	YTD Spent	Preliminary	
41940	General Govt. Buildings/Plant						
	200 Supplies	\$800.00	\$799.09	\$1,000.00	\$914.98	\$1,000.00	Supplies related to Buildings (lights, furnace, water, flags, etc.)
	220 Building Maintenance & Repairs	\$3,500.00	\$11,664.35	\$5,200.00	\$4,052.68	\$5,000.00	2024 High Furnace/Air Replacement, 2025 Fix Drains in FD Bay (\$550 ea & 4 of them) 2025, 2026 Repair Bridge Light \$1,500
	228 Equipment Repairs & Maintenance	\$2,000.00	\$1,430.59	\$2,000.00	\$4,043.16	\$3,500.00	Repairs to Computers, lights, etc. 2026-
	321 Communications	\$3,500.00	\$3,036.02	\$3,550.00	\$3,037.71	\$4,700.00	Eyewash Mixer \$1,200 & Fire Cabinet \$1,600
	362 Property Insurance	\$26,000.00	\$26,801.00	\$28,500.00	\$26,531.00	\$27,000.00	Telephone, Internet, security cameras \$1,200
	380 Utilities	\$11,000.00	\$8,087.66	\$13,000.00	\$12,091.10	\$9,650.00	Insurance for all City Property
	384 Refuse, Garbage	\$2,120.00	\$2,255.22	\$2,000.00	\$2,270.16	\$2,500.00	Electric & Gas & Solar - distribution is different in 2026
	417 Employee Uniforms	\$1,400.00	\$1,152.18	\$1,400.00	\$760.51	\$1,400.00	City Hall dumpster (split with Fire)
	439 Janitors	\$1,680.00	\$1,105.00	\$1,800.00	\$1,105.00	\$1,300.00	\$500/yr non office employees; \$200/yr office employees
	Total General Govt. Buildings/Plant	\$52,000.00	\$56,331.11	\$58,450.00	\$54,806.30	\$56,050.00	Janitorial service @ \$65 twice monthly
41950	Engineering Professional Services						
	303 Engineering Fees	\$8,500.00	\$7,685.00	\$10,000.00	\$5,624.50	\$8,500.00	
	Total Engineering Services	\$8,500.00	\$7,685.00	\$10,000.00	\$5,624.50	\$8,500.00	

Add More
because of
bandshell??

*Items in red have gone over budget.

2026 General Budget w/ 2025 YTD

		2024 Budget	2024 EOY	2025 Budget	2025 YTD	2026 Budget	COMMENTS
101-	EXPENDITURES	Final Levy 6.5%	EOY Spent	Levy 7.5%	YTD Spent	Preliminary	
	Police Protection Contract						
	310 Other Professional Services	\$107,850.00	\$107,409.00	\$110,334.00	\$101,148.63	\$114,000.00	2026 Contact increased roughly 3.7%
	Total Police Protection Contract	\$107,850.00	\$107,409.00	\$110,334.00	\$101,148.63	\$114,000.00	
42200 Fire Protection							
	101 Salaries	\$22,000.00	\$20,014.00	\$22,000.00	\$20,150.00	\$22,000.00	
	120 Employee Benefits	\$1,684.00	\$1,531.10	\$1,684.00	\$1,586.71	\$1,684.00	Soc Sec, Medicare
	124 Fire Pension Contribution	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	
	130 Insurance	\$250.00	\$0.00	\$260.00	\$0.00	\$0.00	
	151 Workman's Comp	\$7,185.00	\$5,769.29	\$7,185.00	\$4,277.95	\$6,000.00	
	208 Training, Mileage	\$6,000.00	\$7,174.52	\$6,000.00	\$7,520.86	\$2,000.00	Most is Reimbursed by State so I have lowered the amount.
	212 Motor Fuels	\$3,000.00	\$1,663.71	\$3,000.00	\$1,649.79	\$2,500.00	
	217 Operating Supplies	\$2,500.00	\$2,426.85	\$5,000.00	\$2,856.32	\$3,000.00	
	228 Equipment Repair/Maintenance	\$10,000.00	\$10,374.54	\$10,000.00	\$11,567.67	\$10,300.00	
	240 Tools and Minor Equipment	\$20,000.00	\$18,673.20	\$20,000.00	\$2,803.03	\$20,000.00	Transfers to next year if not used.
	311 First Responder Train/Equip	\$4,000.00	\$4,681.05	\$6,700.00	\$2,086.98	\$4,000.00	
	321 Communications	\$1,900.00	\$1,912.56	\$1,800.00	\$2,176.20	\$2,200.00	
	380 Utilities	\$10,000.00	\$5,558.79	\$10,100.00	\$6,921.25	\$6,110.00	
	381 Electric Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	384 Refuse, Garbage	\$720.00	\$778.90	\$800.00	\$863.93	\$850.00	
	433 Dues and Memberships	\$2,000.00	\$2,552.50	\$2,000.00	\$2,147.50	\$2,000.00	Explorer Program
	437 Other Miscellaneous	\$800.00	\$4,284.60	\$800.00	\$1,840.68	\$1,500.00	Fitness Exams & Mobile Health Services, Plaques, Etc.
	442 Grant Award Related Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Grant Awarded to FD
	570 Capital Outlay	\$15,000.00	\$12,013.60	\$55,000.00	\$43,668.84	\$15,000.00	Radios are needed 2024 & \$40,000 is offset by Grant. Transfers to truck & equipment next year if not used
	Turn Out Gear	\$12,500.00	\$0.00	\$12,500.00	\$1,166.95	\$6,500.00	Transfers to truck & equipment next year if not used

2026 General Budget w/ 2025 YTD

		2024 Budget	2024 EOY	2025 Budget	2025 YTD	2026 Budget	COMMENTS
101-	EXPENDITURES	Final Levy 6.5%	EOY Spent	Final Levy 7.5%	YTD Spent	Preliminary	
	Streets Department						
43100							
	101 Salaries	\$47,787.10	\$51,133.06	\$50,905.21	\$44,284.00	\$50,714.00	
	120 Employee Benefits	\$17,262.66	\$12,053.51	\$17,994.05	\$16,699.95	\$18,709.00	
	151 Workmans Comp	\$3,753.00	\$3,013.31	\$3,760.00	\$2,054.39	\$3,200.00	
	200 Supplies	\$1,500.00	\$124.76	\$1,500.00	\$178.28	\$500.00	
	208 Training/Mileage	\$400.00	\$0.00	\$400.00	\$0.00	\$0.00	
	212 Motor Fuels	\$5,500.00	\$1,246.61	\$5,500.00	\$1,259.95	\$1,500.00	
	224 Street Maintenance Materials	\$9,000.00	\$11,023.35	\$9,000.00	\$4,665.38	\$9,000.00	
	228 Equipment Repair and Maintenance	\$10,000.00	\$5,613.79	\$5,500.00	\$3,629.81	\$5,500.00	
	229 Safety/OSHA	\$1,200.00	\$1,454.51	\$1,600.00	\$994.25	\$1,200.00	
	230 Capital Lease Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	240 Tools and Minor Equipment	\$1,000.00	\$442.26	\$1,000.00	\$671.92	\$7,500.00	2026- Side Discharge Spreader \$6,800
	303 Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	443 FEMA Related Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	570 Capital Outlay	\$60,000.00	\$106,749.23	\$116,750.00	\$450,151.08	\$93,000.00	2024 - 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). 2025 Bond 2024A HWY 57 Transfer Pass Through (see R 101-36200). For 2026 - Crack & Chip Sealing & Road Striping - added \$5,000 for road modification near 15 6th St E
	603 Short Term Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	700 Transfers from other funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	Additional CIP Items						
	Total Streets Department	\$157,402.76	\$192,854.39	\$213,909.26	\$524,589.01	\$190,823.00	
43125	Ice and Snow Removal						
	212 Motor Fuels	\$3,500.00	\$1,409.02	\$3,500.00	\$590.63	\$3,500.00	
	404 Repair/Maintenance Machinery	\$3,000.00	\$2,329.89	\$3,800.00	\$1,274.66	\$3,000.00	Plow Truck, Grader Maint and Repair Costs

	406	Snow/Ice Removal	\$18,000.00	\$7,221.63	\$16,000.00	\$4,978.48	\$16,000.00	Costs for Snow Removal
	570	Capital outlay	\$0.00	\$0.00	\$0.00	\$0.00		
		Total Ice and Snow Removal	\$24,500.00	\$10,960.54	\$23,300.00	\$6,843.77	\$22,500.00	
43160		Street Lighting						
	381	Electric Utilities	\$70,000.00	\$17,763.82	\$27,000.00	\$25,400.18	\$26,000.00	Warsaw Solar for 2026 is distributed between funds
		Total Street Lighting	\$70,000.00	\$17,763.82	\$27,000.00	\$25,400.18	\$26,000.00	

*Items in red have gone over budget

2026 General Budget w/ 2025 YTD

		2024 Budget	2024 EOY	2025 Budget	2025 YTD	2026 budget	COMMENTS
101-	EXPENDITURES	Final Levy 6.5%	EOY Spent	Levy 7.5%	YTD Spent	Preliminary	
	Parks & Recreation						
45200							
	101 Salaries	\$40,190.17	\$54,119.78	\$45,342.73	\$50,508.68	\$55,088.00	Staff Portion Related to Parks, includes seasonal
	120 Employee Benefits	\$14,518.33	\$14,071.50	\$13,190.53	\$12,968.35	\$15,132.00	Staff Portion Related to Parks, includes seasonal
	151 Work Comp	\$3,364.00	\$2,698.45	\$3,665.00	\$2,428.01	\$3,000.00	
	200 Supplies	\$2,200.00	\$2,267.57	\$2,200.00	\$1,793.66	\$2,200.00	Supplies needed for Parks, (TP, Towels, Soap)
	210 Tax & Licensing	\$70.00	\$38.83	\$70.00	\$159.73	\$160.00	Sales & Use Tax on Shelter & Bandshell Rentals
	212 Fuel	\$3,500.00	\$3,266.47	\$3,500.00	\$3,216.76	\$3,500.00	
	401 Repairs and Maintenance Buildings	\$6,000.00	\$2,413.08	\$4,000.00	\$6,327.06	\$5,000.00	Maintenance & Supplies to maintain Park Buildings/Ball Fields/Parks: grass seed, weed killer, rock, paint
	404 Repairs and Maintenance Machinery	\$5,000.00	\$6,391.13	\$6,000.00	\$3,351.80	\$4,000.00	Park Equipment, Mowers, Gator, Etc.
	410 Rental	\$1,200.00	\$1,649.65	\$1,300.00	\$1,603.28	\$1,800.00	Port a Potty Rental Fees
	430 Miscellaneous - Joint Powers	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	Joint Powers
	437 Other Miscellaneous	\$0.00	\$0.00	\$17,925.00	\$7,567.50	\$0.00	Muck excavation 7th & Jefferson pond - 2025
			\$0.00				
	440 Refunds and Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	Park Shelter Refunds
	443 FEMA Related Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	Expenses Related to Flood						
	Capital Outlay						
	500						
	2025 Park Board Wish List for Budget Included the following items:	\$55,212.13	\$92,671.40	\$36,910.63	\$19,187.07		John Deere Lease recorded here as an expense, and then as revenue in the general fund. - Auditors
	Water Fountain Mantor Field Removed from Budget						2026 Wish list includes:
	Tractor Lease \$4,360.63 (year 4/5)					\$6,250.00	Hockey Rink \$6,250.00
	Hockey/Basketball \$6250					\$3,000.00	Ball Field Rock \$3,000
	Tires for Jonh Deer Gator \$800					\$6,000.00	Park Tree Management \$6,000
	Rock for Ball Fields \$3,000					\$6,000.00	Community Tree Management \$6,000
	Park Tree Management \$6000					\$5,077.58	0-Turn Mower Lease \$5,077.58
	Mower \$5,000 Lease Instead					\$4,360.63	John Deer Tractor Lease \$4,360.63
	Garbage Cans Benches for Downtown \$5500					\$3,500.00	Mulch \$3,500
	Community Tree Mgmt \$6000					\$1,650.00	Misc. Milwaukee Tools (Electric Chainsaw, Blower, Trimmer) \$1,650.00
						\$4,000.00	Slingerland Playground \$4,000
						\$6,000.00	Kubota lease

[illegible]

*Items in red have gone over budget

2026 General Budget w/ 2025 YTD

EXPENDITURES		2024 Budget	2024 EOY	2025 Budget	2025 YTD	2026 Budget	COMMENTS
101-	46500	EDA				Preliminary	
	101	Salaries	\$0.00	\$0.00	\$0.00	\$0.00	
	120	Benefits	\$0.00	\$0.00	\$0.00	\$0.00	
	437	Other Miscellaneous	\$34,225.00	\$27,579.90	\$32,725.00	\$32,725.00	2026 Wishlist kept same as 2025
					\$17,561.83		Bandshell Reimbursement from Rochester Sales Tax is in Revenues 101-36200
		2025 EDA Wish List for Budget included the following: Approx					
		\$500 City Branding					
		\$75 Cross-Community Chamber Member					
		\$1000 Paper and On-Line Brochures					
		\$6000 City-Wide Event Support					
		\$24,590 Contract with CEDA					
		\$1000 Misc Items (800#, legal, SHRPA subscription?, etc.					
		SEMMCHRA \$10,000 toward Housing Rehabilitation Grant from Small Cities				\$10,000.00	
	720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	
		Total EDA	\$34,225.00	\$27,579.90	\$32,725.00	\$42,222.88	

101-	EXPENDITURES		Year 2024	YEAR 2025 YTD
49300	2024 TRANSFERS - AUDITORS			
	Transfer to other funds from General		\$35,958.00	\$375,394.57
701	after Audit			
		to EDA		to Capital Fund 401
		to Fire Truck Fund		
		to Fire Truck Fund		
		to Fire Truck Fund		

2026 General Budget w/ 2025 YTD		Amounts to be levied for in the General Fund				2026 Budget		COMMENTS	
		2024 Budget Final Levy 6.5%	2024 EOY EOY Spent	2025 Budget Final Levy 7.5%	2025 YTD YTD Spent	2026 Budget Preliminary			
311-	EXPENDITURES								
47000	GO Series Bond 2019A								
	601 Debt Srv Bond Principal	\$57,500.00	\$57,500.00	\$57,500.00	\$57,500.00	\$62,500.00		\$40,000 Streets + \$22,500 75% of disposal	
	611 Bond Interest	\$23,175.00	\$23,175.00	\$21,450.00	\$21,450.00	\$19,650.00		\$12,450 streets + \$7,200 75% of disposal	
	620 Fiscal Agents Fees	\$495.00	\$495.00	\$495.00	\$495.00	\$495.00			
	Total	\$81,170.00	\$81,170.00	\$79,445.00	\$79,445.00	\$82,645.00			
312-	EXPENDITURES								
47000	GO Eqpmt & Util Note 2021A								
	601 Debt Srv Bond Principal	\$13,000.00	\$13,000.00	\$13,000.00	\$13,000.00	\$13,000.00		plowtruck	
	611 Bond Interest	\$1,908.00	\$1,908.00	\$1,674.00	\$1,674.00	\$1,440.00		plowtruck	
	Total	\$14,908.00	\$14,908.00	\$14,674.00	\$14,674.00	\$14,440.00			
313-	EXPENDITURES								
47000	GO Series Bond 2022A								
	611 Bond Interest	\$13,405.00	\$13,405.00	\$12,197.50	\$12,197.50	\$10,937.00		streets	
	601 Debt Service Bond Principal	\$34,000.00	\$34,000.00	\$35,000.00	\$35,000.00	\$37,000.00		streets	
		\$47,405.00	\$47,405.00	\$47,197.50	\$47,197.50	\$47,937.00			
314-	EXPENDITURES								
47000	GO Series Bond 2024A								
	601 Debt Service Bond Principal	\$0.00	\$0.00	\$0.00	\$0.00				
	611 Debt Service Bond Interest	\$0.00	\$0.00	\$0.00	\$0.00				
	620 Fiscal Agent Fees	\$0.00	\$0.00	\$0.00	\$495.00				
		\$0.00	\$0.00	\$0.00	\$495.00				
		\$143,483.00	\$143,483.00	\$141,316.50	\$141,811.50	\$145,022.00			

2026 General Budget				
		2024 Budget	2025 Budget	2026 Budget
		\$114,500.00	\$130,000.00	\$150,000.00
401-	EXPENDITURES	Final Levy 6.5%	Levy 7.5%	Preliminary
41000	Capital Funds			
570	General Capital Projects		\$76,552.00	\$ 150,000.00
Revenue in -	Interest (\$19,945.12) & Bond Transfer (\$375,394.57)		-\$395,339.69	
701	Transfers to other funds	\$61,530.00	\$375,394.57	
		Used to close 2022 St. work		
	Total Expense	\$61,530.00	\$56,606.88	\$150,000.00

2025 was Xcel Streetlight HWY 57
Payment

\$375,394.57 from General Fund 101
2024A HWY 57 Bond \$375,394.57
Transfer is a pass through - see R
101-39203

2026 General Preliminary Budget Revenue/Expense							
		2024 EOY	2025 Budget	2025 YTD	2026 Budget		
TOTAL REVENUES		Final Levy 6.5%	Final Levy 7.5%	Levy 7.5%	Preliminary set at 13%		
		\$ 1,299,347.13	\$ 1,263,576.00	\$ 1,554,850.89	\$ 1,317,665.00		
		Budget was \$1,175,695.87		Budget was \$1,263,576.00			
TOTAL EXPENDITURES							
101.4110	Legislative (Mayor/Council)	\$ 14,979.81	\$ 16,519.00	\$ 5,685.59	\$ 14,874.00		
101.4140	Elections	\$ 3,576.75	\$ -	\$ -	\$ 3,895.00		
101.41500	Financial Administration	\$ 111,919.38	\$ 114,820.46	\$ 103,987.70	\$ 119,301.00		
101.41530	Accounting	\$ 25,250.00	\$ 25,000.00	\$ 24,250.00	\$ 25,000.00		
101.41550	Assessing	\$ 7,431.33	\$ 7,400.00	\$ 7,318.89	\$ 6,750.00		
101.41600	Law/Legal Services	\$ 29,240.63	\$ 20,000.00	\$ 49,900.75	\$ 33,000.00		
101.41940	General Govt. Buildings/Plant	\$ 56,331.11	\$ 58,450.00	\$ 54,806.30	\$ 56,050.00		
101.41950	Engineering Professional Services	\$ 7,685.00	\$ 10,000.00	\$ 5,624.50	\$ 8,500.00		
101.42100	Police Protection Contract	\$ 107,409.00	\$ 110,334.00	\$ 101,148.63	\$ 114,000.00		
101.42200	Fire Protection	\$ 103,409.21	\$ 181,329.00	\$ 117,284.66	\$ 122,144.00		
101.42400	Building Inspections	\$ 9,378.05	\$ 7,500.00	\$ 6,317.68	\$ 29,500.00		
101.43100	Streets Department					2025 Bond for HWY 57 transfer to reimburse engineering	
101.43125	Ice and Snow Removal	\$ 192,854.39	\$ 213,909.26	\$ 524,589.01	\$ 190,823.00		
101.43160	Street Lighting	\$ 10,960.54	\$ 23,300.00	\$ 6,843.77	\$ 22,500.00		
101.45200	Parks & Recreation	\$ 17,763.82	\$ 27,000.00	\$ 25,400.18	\$ 26,000.00		
101.46500	EDA	\$ 189,587.86	\$ 139,103.89	\$ 125,611.90	\$ 140,818.21		
311.312.313.314	Other Financing	\$ 27,579.90	\$ 32,725.00	\$ 42,222.88	\$ 42,725.00		
		\$ 143,483.00	\$ 141,316.50	\$ 141,811.50	\$ 145,022.00		
401-41000	Capital Funds					2025 Bond for HWY 57 Transfer to reimburse engineering	
101-49300	Transfers Out From General Fund - Auditors	\$ 61,530.00	\$ 130,000.00	\$ 56,606.88	\$ 150,000.00		
		\$ 35,958.00		\$ 375,394.57			
	TOTAL EXPENDITURES	\$ 1,156,327.78	\$ 1,258,707.11	\$ 1,774,805.39	\$ 1,250,902.21		
		Budget was \$1,172,289.81		Budget was \$1,258,707.21			
	TOTAL REVENUE LESS TOTAL EXPENSES	\$ 143,019.35	\$ 4,868.89	\$ (219,954.50)	\$ 66,762.79		

Changes in Wages According to Percentages for 2026

2.63% COLA already in budget

Financial Administration

	<u>Wages Amount Change</u>	<u>Wages Total</u>	<u>Benefits Amount Change</u>	<u>Benefits Total</u>
2.63% - already in budget		\$72,415.00		\$26,521.00
2.63% + 1%	\$724.00	\$73,139.00	\$110.00	\$26,631.00
2.63% + 2%	\$1,448.00	\$73,863.00	\$219.00	\$26,741.00
2.63% + 3%	\$2,172.00	\$74,587.00	\$329.00	\$26,851.00
2.63% + 4%	\$2,897.00	\$75,312.00	\$439.00	\$26,961.00

Streets Department

	<u>Wages Amount Change</u>	<u>Wages Total</u>	<u>Benefits Amount Change</u>	<u>Benefits Total</u>
2.63% - already in budget		\$50,714.00		\$18,709.00
2.63% + 1%	\$507.00	\$51,221.00	\$77.00	\$18,786.00
2.63% + 2%	\$1,014.00	\$51,728.00	\$154.00	\$18,863.00
2.63% + 3%	\$1,521.00	\$52,235.00	\$231.00	\$18,940.00
2.63% + 4%	\$2,029.00	\$52,743.00	\$307.00	\$19,016.00

Parks Department

	<u>Wages Amount Change</u>	<u>Wages Total</u>	<u>Benefits Amount Change</u>	<u>Benefits Total</u>
2.63% - already in budget		\$55,088.00		\$15,132.00
2.63% + 1%	\$551.00	\$55,639.00	\$151.00	\$15,283.00
2.63% + 2%	\$1,102.00	\$56,190.00	\$302.00	\$15,434.00
2.63% + 3%	\$1,653.00	\$56,741.00	\$453.00	\$15,585.00
2.63% + 4%	\$2,204.00	\$57,292.00	\$604.00	\$15,736.00

	A	B	C	I	J	K	L	M	N	O	P
1	2026 Budget Enterprise Fund										
2	601 WATER FUND			2023 Budget	2023 EOY	2024 Budget	2024 EOY	2025 Budget	2025 YTD	2026 Budget	
3	601-	REVENUES								Preliminary	
4	36100	Special Assessments	Certified Outstanding UB Collected	\$0.00	\$900.00	\$0.00	\$0.00	\$0.00	\$0.00		
5	36200	Miscellaneous	Bulk Water Sales	\$0.00	\$447.00	\$0.00	\$22,904.00	\$400.00	\$23,025.35	\$500.00	High 2025 YTD because Wellhouse Ins. Claim came in
6	36210	Interest Earnings		\$0.00	\$4,950.00	\$11,000.00	\$5,747.85	\$5,000.00	\$3,583.82	\$4,200.00	
7	37100	Water Sales		\$169,725.00	\$171,512.09	\$160,000.00	\$167,457.56	\$176,600.00	\$161,833.22	\$176,600.00	
8	37150	Water Connect/Reconnect	New Home Connections	\$0.00	\$614.00	\$1,228.00	\$0.00	\$650.00	\$85.12	\$0.00	
9	37160	Water Penalty		\$0.00	\$718.17	\$1,000.00	\$1,934.24	\$2,000.00	\$2,022.29	\$2,000.00	
10	37170	MDH Fee (Safe Drinking Water/Service Connection Fee)		\$3,762.00	\$3,873.32	\$3,600.00	\$3,867.27	\$3,870.00	\$3,670.88	\$6,200.00	Bills will reflect the 2026 increase. See 601-49400-441
11	37180	Commercial Water Tax		\$1,500.00	\$1,178.63	\$1,130.00	\$1,109.58	\$1,300.00	\$1,109.13	\$1,200.00	
12	38051	Gas Franchise Fee		\$10,321.00	\$11,112.00	\$11,000.00	\$11,205.00	\$11,200.00	\$8,413.77	\$11,240.00	
13	38052	Electric Franchise Fee		\$12,977.00	\$13,737.63	\$12,745.00	\$16,147.91	\$13,000.00	\$12,921.07	\$13,000.00	
14	39202	Contribution - Enterprise Fund		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
15	39203	Transfer from Other Fund		\$0.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
16	39310	Proceeds-Gen Obligation Bonds		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
17											
18		Total Revenues		\$198,285.00	\$209,642.84	\$201,703.00	\$230,373.41	\$214,020.00	\$216,664.65	\$214,940.00	
19											
20											
21	601-	OPERATING EXPENSES									
22	49400										
23	101	Salaries	Staff Wages	\$43,126.11	\$45,337.57	\$39,111.90	\$33,965.40	\$40,757.22	\$38,689.09	\$42,319.00	
24	120	Benefits	Staff Benefits	\$15,328.64	\$20,548.46	\$14,128.82	\$13,188.16	\$15,655.39	\$11,330.85	\$16,589.00	
25	151	Workmans Comp	Staff Ins.	\$1,200.00	\$1,265.26	\$1,194.00	\$1,040.21	\$1,500.00	\$1,154.54	\$1,400.00	
26	200	Supplies		\$1,000.00	\$460.42	\$1,000.00	\$260.64	\$700.00	\$207.37	\$700.00	
27	208	Training/Mileage	Staff Training - New Staff	\$800.00	\$1,399.34	\$1,000.00	\$0.00	\$1,500.00	\$706.42	\$1,500.00	
28	210	Tax & Licensing	Sales and Use Tax Commercial Water	\$2,000.00	\$3,592.10	\$3,400.00	\$3,393.03	\$3,700.00	\$3,567.21	\$3,700.00	
29	216	Chemicals	Chemicals for water dept	\$10,000.00	\$10,248.47	\$10,300.00	\$13,408.35	\$8,000.00	\$11,501.41	\$12,000.00	
30	220	Bldg. Repair and Maintenance	Tower/Well House	\$10,000.00	\$48.43	\$10,000.00	\$2,058.21	\$4,500.00	\$290.74	\$4,500.00	
31	228	Equipment Repair and Maintenance	Water Meters; Fluoride Mtr	\$10,000.00	\$17,019.45	\$10,000.00	\$53,489.65	\$18,000.00	\$23,015.90	\$15,000.00	Well Repair 2024
32	240	Tools & Minor Equipment		\$200.00	\$0.00	\$200.00	\$0.00	\$150.00	\$91.64	\$150.00	

	A	B	C	I	J	K	L	M	N	O	P
1	2026 Budget Enterprise Fund										
2	601 WATER FUND										
33		300 Professional Services	Utility Locates, Water Line Repairs, meter calibrations, processing fees for meter program, PSN program	2023 Budget	2023 EOY	2024 Budget	2024 EOY	2025 Budget	2025 YTD	2026 Budget	High in 2024 because of Water Main Breaks (2024). We average 2 per year. Cost is about \$19,000 per break
34											
35	303 Engineering			\$0.00	\$0.00	\$0.00	\$13.87	\$0.00	\$450.26	\$0.00	
36	321 Communications	Tower, well house alarm, fiber line	\$700.00	\$645.43	\$700.00	\$531.23	\$650.00	\$636.00	\$700.00		
37	362 Property Insurance	N/A									
38	380 Utility Services	Gas/Electric	\$7,000.00	\$9,918.89	\$2,000.00	\$7,245.96	\$11,000.00	\$7,050.19	\$7,600.00		
39	405 Depreciation	Auditors Manage This	\$0.00	\$83,335.00	\$0.00	\$83,184.00	\$0.00	\$0.00	\$0.00		
40	430 Miscellaneous	Publishing, wfr sample mailings, bills	\$1,000.00	\$20.70	\$1,705.00	\$1,246.48	\$1,100.00	\$961.40	\$1,100.00		
41	433 Dues and Memberships	MMUA & MRWA	\$900.00	\$748.00	\$900.00	\$856.00	\$790.00	\$829.00	\$900.00		
42		441 MDH Fee	Paid to State MN; pass thru	\$3,762.00	\$3,705.25	\$4,000.00	\$3,974.74	\$3,900.00	\$2,967.00	\$6,270.00	
43		570 Capital Outlay	2024 Upgrade Hydrants	\$6,100.00	\$2,983.95	\$5,000.00	\$459.31	\$3,000.00	\$0.00	\$13,900.00	Wiring for generator & Cleaning of Water tower for 2026
44	601	Debt Service Bond Principal-transfers with fund 311	GO 2019A Water Portion	\$25,000.00	\$0.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$30,000.00	
45	601	Debt Service Bond Principal-transfers with fund 312	2021A	\$0.00	\$0.00	\$11,000.00	\$11,000.00	\$12,000.00	\$12,000.00	\$12,000.00	
46	601	Debt Service Bond Principal-Transfers with fund 314	2024A Water Portion	\$0.00	\$0.00	\$0.00	\$0.00	\$23,200.00	\$23,200.00	\$26,100.00	
47	611	Bond Interest-transfers with fund 311	GO 2019A Water Portion	\$11,850.00	\$11,710.00	\$10,209.00	\$10,725.00	\$9,975.00	\$9,975.00	\$8,700.00	
48	611	Bond Interest-transfers with fund 312	2021A	\$0.00	\$972.00	\$1,746.00	\$1,746.00	\$1,440.00	\$1,548.00	\$1,332.00	
49	611	Bond Interest-Transfers with fund 314	2024A Water Portion	\$0.00	\$0.00	\$0.00	\$0.00	\$25,363.00	\$25,362.76	\$18,502.00	
50	620	Fiscal Agent Fees		\$0.00	\$0.00	\$0.00	\$30,930.00	\$0.00	\$0.00	\$0.00	
51	720	Operating Transfers	Bond Pymt. Tower (Transfer to 308 Refunding Bond 2011A)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
52		Total Expenses	Not including Depreciation	\$159,966.75	\$136,131.56	\$162,594.72	\$255,852.70	\$217,480.61	\$205,641.89	\$262,962.00	
53		Total Revenue Minus Expenses		\$38,318.25	\$73,511.28	\$39,108.28	-\$25,479.29	-\$3,460.61	\$11,022.76	-\$48,022.00	
54											

2026 Budget Enterprise Fund

602 SEWER FUND		2023 Budget	2023 EOY	2024 Budget	2024 EOY	2025 Budget	2025 YTD	2025 Budget
602-	REVENUES							Preliminary
33400	State Grant and Aids	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
36100	Special Assessments	\$5,500.00	\$8,949.00	\$0.00	\$8,949.00	\$8,900.00	\$0.00	\$8,949.00
36200	Miscellaneous Revenue	\$0.00	\$4,853.00	\$0.00	\$0.00	\$4,800.00	\$262,500.00	\$0.00
36210	Interest Income	\$0.00	\$24,753.23	\$23,000.00	\$30,460.00	\$25,000.00	\$19,617.41	\$17,000.00
37200	Sewer Sales	\$309,768.38	\$310,088.09	\$298,000.00	\$307,355.03	\$319,300.00	\$304,404.17	\$319,000.00
37250	Sewer Connect/Reconnect	\$0.00	\$2,639.00	\$0.00	\$17,255.00	\$2,640.00	\$0.00	\$2,640.00
37251	Sewer Connect Chg Cemetery Rd	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
37260	Swr Penalty	\$0.00	\$1,329.59	\$1,200.00	\$3,657.11	\$3,200.00	\$3,621.31	\$3,500.00
38051	Gas Franchise Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
38052	Electric Franchise Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
39202	Contribution Enterprise Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
39203	Transfer From other fund	\$20,000.00	\$35,000.00	\$0.00	\$0.00	\$0.00	\$0.00	
39300	Proceeds-Gen Long Term Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total Revenues	\$335,268.38	\$387,611.91	\$322,200.00	\$367,676.14	\$363,840.00	\$590,142.89	\$351,089.00
602-49450-	OPERATING EXPENSES:							
101	Salaries	\$32,928.37	\$37,040.84	\$45,238.45	\$40,670.51	\$47,196.74	\$44,366.58	\$48,821.00
120	Benefits	\$11,366.15	\$18,624.44	\$16,341.99	\$15,652.18	\$17,962.13	\$13,342.62	\$18,988.00
151	Workman's Comp	\$1,450.00	\$1,493.74	\$1,409.00	\$1,228.82	\$1,500.00	\$962.68	\$1,000.00
200	Supplies	\$1,000.00	\$505.70	\$1,000.00	\$0.00	\$1,000.00	\$309.06	\$3,600.00
208	Training, Mileage	\$1,400.00	\$984.40	\$1,500.00	\$1,136.40	\$1,000.00	\$780.89	\$1,500.00
210	Tax and Licensing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
212	Fuel	\$3,200.00	\$3,609.92	\$3,500.00	\$2,294.84	\$3,800.00	\$1,089.37	\$3,500.00
216	Chemicals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
220	Building Repair/Maintenance	\$15,000.00	\$11,497.74	\$15,000.00	\$14,722.16	\$12,000.00	\$5,002.62	\$12,000.00
240	Tools Minor Equipment	\$500.00	\$120.83	\$500.00	\$362.57	\$300.00	\$138.70	\$300.00
300	Professional Services	\$11,000.00	\$10,020.89	\$11,000.00	\$18,849.24	\$11,000.00	\$15,610.99	\$15,000.00
303	Engineering Fees	\$5,000.00	\$0.00	\$5,000.00	\$570.00	\$5,000.00	\$27,024.59	\$5,000.00
304	Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
321	Communications	\$850.00	\$928.86	\$870.00	\$794.46	\$950.00	\$802.00	\$950.00
362	Property Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

CSAH
Reimbursement
from Bigelow
Homes

orange degreaser
\$2600 for 2026

High in 2024 because of
camera work on sewer

High Because of
CSAH Lift Station

2026 Budget Enterprise Fund

602 SEWER FUND		2023 Budget	2023 EOY	2024 Budget	2024 EOY	2025 Budget	2025 YTD	2025 Budget
380 Utility Services	Gas/Electric to run lift stations	\$5,000.00	\$17,225.74	\$3,000.00	\$9,900.67	\$17,500.00	\$4,932.33	\$10,600.00
405 Depreciation	Auditors Handle This	\$0.00	\$129,791.00	\$0.00	\$128,892.00	\$0.00	\$0.00	\$0.00
433 Dues and Memberships	LMC Yearly	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00
437 Other Miscellaneous	UB Bill mailings, etc	\$1,200.00	\$45.78	\$2,950.00	\$1,583.87	\$1,200.00	\$1,994.40	\$2,000.00
442 Grant Award Related Expense		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
530 Construction		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
570 Capital Outlay	2024 Televising Sewer Mains \$8500 Replace Grinder Pump \$14,595	\$7,500.00	\$9,160.48	\$10,500.00	\$2,472.77	\$23,095.00	\$21,863.53	\$10,500.00
585 Kasson WW Processing Fee		\$112,000.00	\$83,677.00	\$95,000.00	\$95,914.00	\$85,000.00	\$55,534.00	\$100,000.00
601 Debt Service Bond Principal	PFA with Kasson (Principal & Interest)	\$35,000.00	\$35,287.23	\$35,200.00	\$35,384.55	\$35,270.00	\$37,632.98	\$35,352.02
601 Debt Service Bond Principal-transfers with fund 311	2019A Sewer Portion	\$0.00	\$0.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00
601 Debt Service Bond Principal-Transfers with fund 314	2024A Sewer Portion	\$0.00	\$0.00	\$0.00	\$33,013.55	\$2,800.00	\$2,800.00	\$3,150.00
605 Clean Water SRF Bond	2010 PFA Principal	\$12,750.00	\$0.00	\$14,000.00	\$13,000.00	\$14,000.00	\$13,000.00	\$13,000.00
608 PFA WW Connection Bond - Transfers with fund 310	2017 PFA Principal	\$23,000.00	\$0.00	\$23,000.00	\$23,000.00	\$24,000.00	\$24,000.00	\$24,000.00
611 Bond Interest - Transfers with fund 310	2017 PFA	\$6,120.00	\$1,968.14	\$3,480.00	\$3,480.00	\$3,250.00	\$3,250.00	\$3,010.00
611 Bond Interest	2010 PFA	\$0.00	\$1,855.00	\$1,816.00	\$1,750.19	\$1,438.00	\$1,517.64	\$1,283.38
611 Bond Interest-transfers with fund 311	2019A Sewer Portion	\$0.00	\$11,710.00	\$3,000.00	\$2,850.00	\$2,625.00	\$2,625.00	\$2,400.00
611 Bond Interest-Transfers with fund 314	2024A Sewer Portion	\$0.00	\$0.00	\$0.00	\$0.00	\$3,062.00	\$3,061.00	\$2,233.00
620 Fiscal Agent Fees		\$0.00	\$0.00	\$0.00	\$3,733.00	\$0.00	\$0.00	
To book other government catch up payment to City		\$0.00	\$0.00	\$0.00	\$2,371.00	\$0.00	\$0.00	
To allocate debt interest		\$0.00	-\$1,855.00	\$0.00	\$0.00	\$0.00	\$0.00	
720 Operating Transfers		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
998 Asset Disposal Loss		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
999 Asset Retirement								
Total Expenditures	Not including Depreciation	\$286,564.52	\$243,901.73	\$301,105.44	\$332,234.78	\$322,448.87	\$289,140.98	\$325,687.40
Total Revenue Minus Expenses		\$48,703.86	\$143,710.18	\$21,094.56	\$35,441.36	\$41,391.13	\$301,001.91	\$25,401.60

Televising & Cleaning Mains 2026 - \$9500

2025 High because of lift station payment from Bigelow Homes

*Items in red have gone over budget.

**** COLA of 2.6% Already Added to wages in Budget

Sewer Fund Salary Increase

Salary

Benefits

2026 Budget Special Revenue Fund

603 RV FUND			2023 Budget	2023 EOY	2024 Budget	2024 EOY	2025 Budget	2025 YTD	2026 Budget
603-	REVENUES								Preliminary
34000	Charges for Services	Misc Rev & Donation Boxes	\$18,000.00	\$24,113.12	\$22,000.00	\$22,246.40	\$24,000.00	\$26,462.17	\$24,000.00
36210	Interest Earnings		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total Revenues		\$18,000.00	\$24,113.12	\$22,000.00	\$22,246.40	\$24,000.00	\$26,462.17	\$24,000.00
603-45183-	OPERATING EXPENSES								
101	Salaries		\$13,000.00	\$1,381.51	\$4,141.55	\$1,811.96	\$4,009.00	\$8,172.06	\$4,747.00
120	Benefits		\$3,100.00	\$487.09	\$1,496.09	\$863.33	\$1,926.60	\$939.81	\$2,133.00
210	Tax and Licensing/Res Nexus	Sales/Use, License Renew	\$2,000.00	\$2,087.19	\$3,000.00	\$4,060.73	\$2,900.00	\$3,970.50	\$4,000.00
381	Electric Utilities		\$1,000.00	-\$11.66	\$900.00	\$1,518.09	\$1,500.00	\$1,826.44	\$1,750.00
384	Refuse/Garbage Disposal		\$0.00	\$0.00	\$0.00	\$458.88	\$560.00	\$563.52	\$700.00
400	Repairs and Maintenance		\$14,325.00	\$7,707.38	\$10,000.00	\$406.84	\$6,000.00	\$37.99	\$6,000.00
410	Rentals	Port a Potty Rental	\$475.00	\$520.89	\$475.00	\$590.15	\$600.00	\$499.40	\$600.00
440	Refunds and Reimbursements		\$500.00	\$340.00	\$500.00	\$214.20	\$500.00	\$639.55	\$600.00
720	Operating Transfers								
	Total Expenses		\$34,400.00	\$12,512.40	\$20,512.64	\$9,924.18	\$17,995.60	\$16,649.27	\$20,530.00
	Total Revenue Minus Expenses		-\$10,800.00	\$11,600.72	\$1,487.36	\$12,322.22	\$6,004.40	\$9,812.90	\$3,470.00

*Items in red have gone over budget.

**** COLA of 2.6% Already added to wages in Budget

RV Fund Salary Increases	Salaries	Benefits
1%	\$47.00	\$7.00
2%	\$94.00	\$14.00
3%	\$141.00	\$21.00

2026 Budget Enterprise Fund Budget

604 STORM SEWER FUND		2023 Budget	2023 EOY	2024 Budget	2024 EOY	2025 Budget	2025 YTD	2026 Budget Preliminary
604-	REVENUES							
36100	Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
36210	Interest Earnings	\$0.00	\$3,537.17	\$3,000.00	\$4,351.51	\$4,900.00	\$2,802.51	\$2,414.00
37500	Storm Sewer Charge Collections	\$18,000.00	\$17,869.37	\$18,000.00	\$17,968.45	\$18,000.00	\$22,521.39	\$24,800.00
37560	Storm Sewer Penalty	\$0.00	\$0.00	\$0.00	\$83.12	\$0.00	\$512.11	\$700.00
39201	Transfer from General Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total Revenues	\$18,000.00	\$21,406.54	\$21,000.00	\$22,403.08	\$22,900.00	\$25,836.01	\$27,914.00
604-43150-	OPERATING EXPENSES							
300	Professional Services	\$1,500.00	\$0.75	\$1,500.00	\$0.00	\$0.00	\$0.00	\$600.00
303	Engineering	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
352	Publishing	\$0.00	\$0.00	\$164.00	\$315.32	\$285.00	\$279.64	\$350.00
400	Repairs/Maint	\$0.00	\$0.00	\$0.00	\$14,470.00	\$0.00	\$0.00	\$0.00
440	Refunds/Reimbursements	\$0.00	\$0.00	\$0.00	\$6.00	\$6.00	\$4.00	\$0.00
601	Bond Principal 2024A-Transfers with fund 314	\$0.00	\$0.00	\$0.00	\$0.00	\$14,000.00	\$14,000.00	\$15,750.00
611	Bond Interest 2024A-Transfers with fund 314	\$0.00	\$0.00	\$0.00	\$7,945.00	\$15,305.00	\$15,305.11	\$11,165.00
620	Fiscal Agent Fees 2024A	\$0.00	\$0.00	\$0.00	\$18,664.00	\$0.00	\$0.00	
700	Transfers from Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	Total Expenses	\$1,500.00	\$0.75	\$1,664.00	\$41,400.32	\$29,596.00	\$29,588.75	\$27,865.00
	Total Revenue Minus Expenses	\$16,500.00	\$21,405.79	\$19,336.00	-\$18,997.24	-\$6,696.00	-\$3,752.74	\$49.00

Clay St
Flooding
2024

*Items in red have gone over budget.