



Trail to the Past. Road to the Future.

CITY COUNCIL MEETING
MUNICIPAL COUNCIL CHAMBERS
21 5TH STREET E, MANTORVILLE, MN 55955
MONDAY, January 12, 2026 - 6:30pm

1. Call to Order

2. Pledge of Allegiance

3. Changes to Agenda

4. Consent Agenda **

- A. Accounts Payable (Warrant List) for 1.12.25
- B. County Commissioners Meeting Minutes 11.25.25
- C. County Commissioners Meeting Minutes 12.11.25
- D. Fire Department Meeting Minutes January 2026
- E. Council Minutes 12.8.25
- F. Resolution 2026-01 Gambling Premises Permit for Mantorville Fire Relief
- G. Resolution 2026-02 Approving Non-Waiver of Statutory Tort Limits for Year 2026
- H. Resolution 2026-03 Approving City Designations for Year 2026
- I. Resolution 2026-04 Designating Official Depositories for Year 2026
- J. Approval of Assessment Agreement with Dodge County for year 2026
- K. Resolution 2026-05 Renewing Liquor License for Hubbell House for Year 2026

5. Proclamations, Presentations and Recognitions – No Items

6. Public Concerns

Individuals may address the City Council about any item not included on the regular agenda. Speakers must come to the podium to be heard, and must state their name and address for the Clerk's record, 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 December 2025
- B. Fire Department Report
 - 1. SOGs
 - 2. Grass Rig Purchase Options & 2026 Fire Contracts

8. Public Hearing – No Items

9. New Business

- A. Friends of Mantorville Pickleball Updates
- B. Minnesota Paid Family and Medical Leave Act options for payroll deductions **

- C. Proposed Master Fee Schedule for year 2026 and setting Public Hearing **
- D. Council Committee Assignments for year 2026 **
- E. Discussion of possible stop signs at the intersection of 8th Street East and Blanch Street, on the North and South side of the road.
- F. Approval of year 2026 Meeting Calendar **
- G. Summary Budget 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 Meeting

- A. Personnel Committee's Staff Evaluations

14. Adjourn **

<i>Upcoming Meetings and Events in Mantorville:</i>		
<i>January 12, 2026</i>	<i>6:30pm</i>	<i>City Council Regular Meeting</i>
<i>January 19, 2026</i>	<i>City Offices Closed</i>	<i>Martin Luther King Jr. Day</i>
<i>February 4, 2026</i>	<i>7:30pm</i>	<i>Fire Department General Meeting</i>
<i>February 9, 2026</i>	<i>6:30pm</i>	<i>City Council Regular Meeting</i>
<i>February 16, 2026</i>	<i>City Offices Closed</i>	<i>President's Day</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

Payment Batch 121925PAY

\$87,369.12

Refer	0	US POSTAL SERVICE	Ck# 006771	12/19/2025	
Cash Payment	E	101-41500-322 Postage	Regular Stamps	12/19/25	\$156.00
Invoice					
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$156.00
Refer	0	NORTHERN TOOL & EQUIPMENT	Ck# 006772	12/19/2025	
Cash Payment	E	101-43100-240 Tools and Minor Equipm	Bristle Brush Attachment		\$317.89
Invoice					
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$317.89
Refer	0	JOHN DEERE FINANCIAL	Ck# 006775	12/19/2025	
Cash Payment	E	101-45200-401 Repairs/Maint Buildings	Mower Blade, Ag Green Spray, Cool-gard premix		\$232.07
Invoice					
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$232.07
Refer	0	SAMS CLUB	Ck# 006774	12/19/2025	
Cash Payment	E	101-43100-200 Supplies	Supplies	12/28/25	\$221.45
Invoice					
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$221.45
Refer	0	XCEL ENERGY	Ck# 006773	12/19/2025	
Cash Payment	E	101-43160-381 Electric Utilities	STREET LIGHTS		\$1,748.26
Invoice 954183310 12/19/2025					
Cash Payment	E	101-43160-381 Electric Utilities	300 MAIN N BRIDGE LIGHTS		\$21.06
Invoice 954183310 12/19/2025					
Cash Payment	E	101-43160-381 Electric Utilities	130 ST.HWY 57 S.CITY SIGN		\$1.24
Invoice 954183310 12/19/2025					
Cash Payment	E	101-43160-381 Electric Utilities	60003 ST.HWY 57 N CITY SIGN		\$10.23
Invoice 954183310 12/19/2025					
Cash Payment	E	101-42200-380 Utility Services	21 5TH STREET SIREN		\$6.50
Invoice 954183310 12/19/2025					
Cash Payment	E	101-42200-380 Utility Services	21 5TH STREET E FH/CH/PUMP		-\$31.20
Invoice 954183310 12/19/2025					
Cash Payment	E	101-42200-380 Utility Services	701 CHESTNUT SIREN		\$6.66
Invoice 954183310 12/19/2025					
Cash Payment	E	101-43160-381 Electric Utilities	410 CLAY POLE ON EDA LOT		\$11.48
Invoice 954183310 12/19/2025					
Cash Payment	E	101-41940-380 Utility Services	600 7TH STREET WEST MANTORFIEL		\$39.66
Invoice 954183310 12/19/2025					
Cash Payment	E	101-41940-380 Utility Services	340 CLAY RIVERSIDE W CENTER		\$20.48
Invoice 954183310 12/19/2025					
Cash Payment	E	101-41940-380 Utility Services	342 MAIN ST N RIVERSIDE NE		\$10.69
Invoice 954183310 12/19/2025					
Cash Payment	E	101-41940-380 Utility Services	601 GOLFVIEW DENNISON FIELD		\$13.14
Invoice 954183310 12/19/2025					
Cash Payment	E	101-41940-380 Utility Services	1008 EAST CITY SHOP		-\$19.37
Invoice 954183310 12/19/2025					
Cash Payment	E	602-49450-380 Utility Services	121 BLANCH WWTF+SEC+PUMP		-\$768.12
Invoice 954183310 12/19/2025					
Cash Payment	E	601-49400-380 Utility Services	841 BLANCH WTR WELL HOUSE		\$229.67
Invoice 954183310 12/19/2025					

Payments

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Cash Payment	G 101-21703 FICA Tax Withholding	PR 25 2025		\$1,181.06
Invoice	12.11.25	12/19/2025		
Cash Payment	G 101-21709 Medicare	PR 25 2025		\$276.20
Invoice	12.11.25	12/19/2025		
Cash Payment	G 101-21701 Federal Withholding	PR 25 2025		\$948.19
Invoice	12.11.25	12/19/2025		
Transaction Date	12/19/2025	MBT Bank Checking 10100	Total	\$2,405.45
Refer	0 INTERNAL REVENUE SERVICE	Ck# 006768 12/19/2025		
Cash Payment	G 101-21703 FICA Tax Withholding	PR 25.1 2025 (Brad Supp)		\$91.24
Invoice	12.11.25.1	12/19/2025		
Cash Payment	G 101-21709 Medicare	PR 25.1 2025 (Brad Supp)		\$21.34
Invoice	12.11.25.1	12/19/2025		
Cash Payment	G 101-21701 Federal Withholding	PR 25.1 2025 (Brad Supp)		\$49.60
Invoice	12.11.25.1	12/19/2025		
Transaction Date	12/19/2025	MBT Bank Checking 10100	Total	\$162.18
Refer	0 INTERNAL REVENUE SERVICE	Ck# 006769 12/19/2025		
Cash Payment	G 101-21703 FICA Tax Withholding	PR 1 Council 2025		\$1,140.80
Invoice	12.11.25.1C	12/19/2025		
Cash Payment	G 101-21709 Medicare	PR 1 Council 2025		\$266.80
Invoice	12.11.25.1C	12/19/2025		
Cash Payment	G 101-21701 Federal Withholding	PR 1 Council 2025		\$0.01
Invoice	12.11.25.1C	12/19/2025		
Transaction Date	12/19/2025	MBT Bank Checking 10100	Total	\$1,407.61
Refer	0 XCEL ENERGY	Ck# 006759 12/19/2025		
Cash Payment	E 602-49450-570 Capital Outlay	CSAH Lift Station Work pd 12.11.25		\$61,386.62
Invoice	51-0012663767-5	12/19/2025	Project 23-001	
Transaction Date	12/19/2025	MBT Bank Checking 10100	Total	\$61,386.62
Refer	0 MN MUNICIPAL UTILITIES ASSOC	Ck# 031065 12/19/2025		
Cash Payment	E 601-49400-433 Dues and Memberships	Mumber Dues 2026		\$450.00
Invoice	67722	12/19/2025		
Transaction Date	12/19/2025	MBT Bank Checking 10100	Total	\$450.00
Refer	0 WHKS & COMPANY	Ck# 031072 12/19/2025		
Cash Payment	E 602-49450-303 Engineering Fees	CSAH Lift Station		\$1,093.60
Invoice	56306	12/19/2025	Project 23-001	
Transaction Date	12/19/2025	MBT Bank Checking 10100	Total	\$1,093.60
Refer	0 WHKS & COMPANY	Ck# 031072 12/19/2025		
Cash Payment	E 101-41950-303 Engineering Fees	Eagle Meadows & Lead Service Line		\$330.30
Invoice	56305	12/19/2025		
Cash Payment	E 601-49400-303 Engineering Fees	Eagle Meadows & Lead Service Line		\$1,118.50
Invoice	56305	12/19/2025	Project 24-002	
Transaction Date	12/19/2025	MBT Bank Checking 10100	Total	\$1,448.80
Refer	0 WHKS & COMPANY	Ck# 031072 12/19/2025		
Cash Payment	E 601-49400-303 Engineering Fees	Well #3 Study		\$4,995.84
Invoice	56307	12/19/2025	Project 25-004	
Transaction Date	12/19/2025	MBT Bank Checking 10100	Total	\$4,995.84
Refer	0 WHKS & COMPANY	Ck# 031072 12/19/2025		
Cash Payment	E 101-41950-303 Engineering Fees	Eagle Meadows & Infrastructure		\$434.40
Invoice	56009	12/19/2025		

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Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$434.40
Refer	0 WHKS & COMPANY	Ck# 031072	12/19/2025		
Cash Payment	E 601-49400-303 Engineering Fees	Well #3 Feasibility Study			\$277.76
Invoice	56010	12/19/2025		Project 25-004	
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$277.76
Refer	0 WHKS & COMPANY	Ck# 031072	12/19/2025		
Cash Payment	E 602-49450-303 Engineering Fees	CSAH 15 Lift Station			\$605.72
Invoice	56011	12/19/2025		Project 23-001	
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$605.72
Refer	0 ON-SITE COMPUTERS, INC	Ck# 031068	12/19/2025		
Cash Payment	E 101-41500-300 Professional Svcs (GENE	Services for November 2025			\$326.34
Invoice	CW104768	12/19/2025			
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$326.34
Refer	0 ON-SITE COMPUTERS, INC	Ck# 031068	12/19/2025		
Cash Payment	E 101-41500-300 Professional Svcs (GENE	Remote Support			\$36.80
Invoice	CW104482	12/19/2025			
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$36.80
Refer	0 WEBER, SANDY	Ck# 031071	12/19/2025		
Cash Payment	E 603-45183-440 Refunds and Reimburse	Campground Refund 12.11.2025 (medical reason)			\$128.40
Invoice	1154	12/19/2025			
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$128.40
Refer	0 CMS - CONSTRUCTION MGMT. SE	Ck# 031055	12/19/2025		
Cash Payment	E 101-42400-300 Professional Svcs (GENE	November Services			\$275.80
Invoice	817-254968-11	12/19/2025			
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$275.80
Refer	0 AFLAC	Ck# 031052	12/19/2025		
Cash Payment	G 101-21710 AFLAC	December 8 Billing 2025			\$33.12
Invoice	263992	12/19/2025			
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$33.12
Refer	0 MINNESOTA DEPT OF PUBLIC SAF	Ck# 031064	12/19/2025		
Cash Payment	E 101-43100-228 Equip. Repair and Mainte	2004 Fell Trailer			\$20.25
Invoice	00-030609943	12/19/2025			
Cash Payment	E 101-42200-228 Equip. Repair and Mainte	2022 FRHT 1085D			\$20.25
Invoice	00-042328525	12/19/2025			
Cash Payment	E 101-43100-228 Equip. Repair and Mainte	2018 Chev Slv Joe's Truck			\$20.25
Invoice	00-027934122	12/19/2025			
Cash Payment	E 101-43100-228 Equip. Repair and Mainte	2013 Chev Slv Wade's Truck			\$20.25
Invoice	00-011776023	12/19/2025			
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$81.00
Refer	0 BLUE CROSS BLUE SHIELD OF MI	Ck# 031053	12/19/2025		
Cash Payment	G 101-21715 Employee Paid Vision Plan	Service for January 2026			\$23.40
Invoice	251202204309	12/19/2025			
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$23.40
Refer	0 LINCOLN NATIONAL LIFE INSURA	Ck# 031059	12/19/2025		
Cash Payment	G 101-21711 Life Insurance Payable	January 2026 Coverage			\$207.15
Invoice	4913573373	12/19/2025			

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Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$207.15
Refer	0 <u>NCPERS GROUP LIFE INS.</u>	<u>Ck# 031067 12/19/2025</u>			
Cash Payment	G 101-21711 Life Insurance Payable	Coverage for January 2026 (1/1/26-1/31/26)			\$32.00
Invoice	608900012026 12/19/2025				
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$32.00
Refer	0 <u>METERING & TECHNOLOGY SOLU</u>	<u>Ck# 031063 12/19/2025</u>			
Cash Payment	E 601-49400-570 Capital Outlay	Nuts & Bolts & Spool			\$110.32
Invoice	INV9239 12/19/2025				
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$110.32
Refer	0 <u>FREERKSEN OIL, LLC.</u>	<u>Ck# 031057 12/19/2025</u>			
Cash Payment	E 101-43125-404 Repairs/Maint Machinery	Wheel Lube & Citrol			\$184.48
Invoice	3070 12/19/2025				
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$184.48
Refer	0 <u>WILKER RETAINING WALLS</u>	<u>Ck# 031073 12/19/2025</u>			
Cash Payment	E 101-45200-500 Capital Outlay	Trees			\$292.75
Invoice	1735 12/19/2025				
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$292.75
Refer	0 <u>OREILLY AUTO PARTS</u>	<u>Ck# 031069 12/19/2025</u>			
Cash Payment	E 101-43125-404 Repairs/Maint Machinery	Valves			\$14.48
Invoice	6235-195779 12/19/2025				
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$14.48
Refer	0 <u>STUSSY CONSTRUCTION INC</u>	<u>Ck# 031070 12/19/2025</u>			
Cash Payment	E 101-43100-224 Street Maint Materials	Rock			\$247.11
Invoice	348214 12/19/2025				
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$247.11
Refer	0 <u>MB REPAIR</u>	<u>Ck# 031060 12/19/2025</u>			
Cash Payment	E 101-43100-228 Equip. Repair and Mainte	Repair Backup Alarm, DOT Inspection			\$347.62
Invoice	9318 12/19/2025				
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$347.62
Refer	0 <u>BOYUM TREE SERVICE LLC</u>	<u>Ck# 031054 12/19/2025</u>			
Cash Payment	E 101-45200-500 Capital Outlay	Trim Trees, Remove Trees			\$5,525.00
Invoice	800348 12/19/2025				
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$5,525.00
Refer	0 <u>MCNEILUS STEEL INC</u>	<u>Ck# 031061 12/19/2025</u>			
Cash Payment	E 101-43125-404 Repairs/Maint Machinery	Misc Drops			\$29.50
Invoice	01305127 12/19/2025				
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$29.50
Refer	0 <u>DODGE COUNTY ENVIRONMENTA</u>	<u>Ck# 031056 12/19/2025</u>			
Cash Payment	E 101-43100-228 Equip. Repair and Mainte	Passenger Tire			\$15.00
Invoice	002-00245405 12/19/2025				
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$15.00
Refer	0 <u>KASSON HARDWARE HANK</u>	<u>Ck# 031058 12/19/2025</u>			
Cash Payment	E 101-43100-228 Equip. Repair and Mainte	Primer			\$11.99
Invoice	333302 12/19/2025				
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$11.99
Refer	0 <u>MENARDS - ROCHESTER NORTH</u>	<u>Ck# 031062 12/19/2025</u>			

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Cash Payment	E 101-43125-404 Repairs/Maint Machinery Tools				\$49.12
Invoice 79584	12/19/2025				
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$49.12
Refer	0 NAPA			<u>Ck# 031066 12/19/2025</u>	
Cash Payment	E 101-43100-240 Tools and Minor Equipm Carlyle 1/2 in Drive Breaker				\$50.69
Invoice 512838	12/19/2025				
Cash Payment	E 101-43125-404 Repairs/Maint Machinery Engine Oil Filter				\$6.49
Invoice 513744	12/19/2025				
Cash Payment	E 101-43125-404 Repairs/Maint Machinery Weatherstrip				\$10.99
Invoice 512905	12/19/2025				
Transaction Date	12/19/2025	MBT Bank Checking	10100	Total	\$68.17

Fund Summary

	10100 MBT Bank Checking	
101 GENERAL FUND		\$17,482.04
601 WATER FUND		\$7,266.39
602 SEWER FUND		\$62,490.84
603 RV PARK		\$129.85
		<u>\$87,369.12</u>

Pre-Written Checks	\$87,369.12
Checks to be Generated by the Computer	<u>\$0.00</u>
Total	\$87,369.12

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\$20,586.05

Refer	0	AMAZON	Ck# 006787 12/31/2025	
Cash Payment	E 101-41500-437	Other Miscellaneous	Office Supplies: Staplers & Envelopes	\$21.38
Invoice	12/23/25-1	12/31/2025		
Cash Payment	E 101-43125-404	Repairs/Maint Machiner	Shop Supplies: Grinders & Discs	\$50.57
Invoice	12/23/25-1	12/31/2025		
Transaction Date	12/31/2025	MBT Bank Checking	10100	Total \$71.95
Refer	0	AMAZON	Ck# 006788 12/31/2025	
Cash Payment	E 101-41500-437	Other Miscellaneous	Office Supplies: Date Stamp Customized	\$26.68
Invoice	12/23/25-2	12/31/2025		
Transaction Date	12/31/2025	MBT Bank Checking	10100	Total \$26.68
Refer	0	WEX HEALTH, INC.	Ck# 006780 12/31/2025	
Cash Payment	G 101-21714	Health Savings Account	PR 25 2025 - ER	\$253.84
Invoice	12/11/25	12/31/2025		
Cash Payment	G 101-21714	Health Savings Account	PR 25 2025 - EE	\$200.00
Invoice	12/11/25	12/31/2025		
Transaction Date	12/31/2025	MBT Bank Checking	10100	Total \$453.84
Refer	0	WEX HEALTH, INC.	Ck# 006784 12/31/2025	
Cash Payment	G 101-21714	Health Savings Account	PR 26 2025 - ER	\$253.84
Invoice	12/25/25	12/31/2025		
Cash Payment	G 101-21714	Health Savings Account	PR 26 2025 - EE	\$200.00
Invoice	12/25/25	12/31/2025		
Transaction Date	12/31/2025	MBT Bank Checking	10100	Total \$453.84
Refer	0	INTERNAL REVENUE SERVICE	Ck# 006781 12/31/2025	
Cash Payment	G 101-21703	FICA Tax Withholding	PR 26 2025	\$1,108.08
Invoice	12/23/25	12/31/2025		
Cash Payment	G 101-21709	Medicare	PR 26 2025	\$259.14
Invoice	12/23/25	12/31/2025		
Cash Payment	G 101-21701	Federal Withholding	PR 26 2025	\$788.75
Invoice	12/23/25	12/31/2025		
Transaction Date	12/31/2025	MBT Bank Checking	10100	Total \$2,155.97
Refer	0	VERIZON WIRELESS	Ck# 006779 12/31/2025	
Cash Payment	E 101-42200-321	Communications Phone/	Service from Oct 24 - Nov 23, 2025	\$54.64
Invoice	6129311186	12/31/2025		
Transaction Date	12/31/2025	MBT Bank Checking	10100	Total \$54.64
Refer	0	MINNESOTA REVENUE	Ck# 006782 12/31/2025	
Cash Payment	G 101-21702	State Withholding	PR 26 2025	\$432.20
Invoice	12/23/25	12/31/2025		
Transaction Date	12/31/2025	MBT Bank Checking	10100	Total \$432.20
Refer	0	MN PERA	Ck# 006783 12/31/2025	
Cash Payment	G 101-21704	PERA	PR 26 2025	\$1,417.14
Invoice	12/24/25	12/31/2025		
Transaction Date	12/31/2025	MBT Bank Checking	10100	Total \$1,417.14
Refer	0	WEX BANK	-	

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Cash Payment	E 101-43125-212 Motor Fuels	Fuel Purchases Nov 26 - Dec 25, 2025		\$150.53
Invoice 109525031	12/31/2025			
Cash Payment	E 101-43100-212 Motor Fuels	Fuel Purchases Nov 26 - Dec 25, 2025		\$136.59
Invoice 109525031	12/31/2025			
Transaction Date	12/31/2025	MBT Bank Checking	10100	Total \$287.12
Refer	0 CASEYS BUSINESS MASTERCARD			
Cash Payment	E 101-42200-212 Motor Fuels	Fuel from 11/18/2025 - 12/17/2025		\$64.41
Invoice 12/18/25	12/31/2025			
Transaction Date	12/31/2025	MBT Bank Checking	10100	Total \$64.41
Refer	0 NAPA			
Cash Payment	E 101-43100-240 Tools and Minor Equipm	22in Trico Force Bld (T12)		\$44.98
Invoice 514141	12/31/2025			
Transaction Date	12/31/2025	MBT Bank Checking	10100	Total \$44.98
Refer	0 FIRST SUPPLY LLC - ROCHESTER			
Cash Payment	E 101-45200-401 Repairs/Maint Buildings	White Tank Cover		\$57.57
Invoice 14948855-00	12/31/2025			
Transaction Date	12/31/2025	MBT Bank Checking	10100	Total \$57.57
Refer	0 HAWKINS, INC			
Cash Payment	E 601-49400-216 Chemicals and Chem Pr	Chlorine		\$20.00
Invoice 7281142	12/31/2025			
Transaction Date	12/31/2025	MBT Bank Checking	10100	Total \$20.00
Refer	0 AG PARTNERS COOPERATIVE			
Cash Payment	E 101-43100-212 Motor Fuels	Fuel		\$1,451.68
Invoice 817948	12/31/2025			
Transaction Date	12/31/2025	MBT Bank Checking	10100	Total \$1,451.68
Refer	0 WHKS & COMPANY			
Cash Payment	E 601-49400-303 Engineering Fees	Well #3 Feasibility Study		\$4,169.60
Invoice 56449	12/31/2025		Project 25-004	
Transaction Date	12/31/2025	MBT Bank Checking	10100	Total \$4,169.60
Refer	0 MARIGOLD DAYS COMMITTEE			
Cash Payment	E 101-46500-437 Other Miscellaneous	EDA Contribution to Marigold Days 2025		\$1,500.00
Invoice 12/17/25	12/31/2025			
Transaction Date	12/31/2025	MBT Bank Checking	10100	Total \$1,500.00
Refer	0 MIDWEST SIGNTECH OF ROCHESTER			
Cash Payment	E 101-41940-417 Uniforms	City Embroidery		\$22.50
Invoice 20801	12/31/2025			
Transaction Date	12/31/2025	MBT Bank Checking	10100	Total \$22.50
Refer	0 BADGER METER			
Cash Payment	E 601-49400-300 Professional Srvs (GEN	December Services		\$152.99
Invoice 80221589	12/31/2025			
Cash Payment	E 602-49450-300 Professional Srvs (GEN	December Services		\$284.11
Invoice 80221589	12/31/2025			
Transaction Date	12/31/2025	MBT Bank Checking	10100	Total \$437.10
Refer	0 MENARDS - ROCHESTER NORTH			

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Payments

Current Period: December 2025

Cash Payment	E 101-45200-200	Supplies	Gloves & 70L Faceted C9	\$104.91
Invoice 78177		12/31/2025		
Cash Payment	E 101-43100-240	Tools and Minor Equipm	Soap & Battery Charger	\$64.97
Invoice 78320		12/31/2025		
Cash Payment	E 101-43100-228	Equip. Repair and Maint	Post Mount & Timers & Folding Stand w Worklt	\$82.13
Invoice 80056		12/31/2025		
Transaction Date	12/31/2025	MBT Bank Checking	10100	Total \$252.01
Refer	0	SIMPLY TIDY, LLC	-	
Cash Payment	E 101-41940-439	Janitors	December Services	\$130.00
Invoice 6874		12/31/2025		
Transaction Date	12/31/2025	MBT Bank Checking	10100	Total \$130.00
Refer	0	WARSAW SOLAR, LLC	-	
Cash Payment	E 601-49400-380	Utility Services	November Power Sales 2025	\$263.77
Invoice 2512-6994D		12/31/2025		
Cash Payment	E 602-49450-380	Utility Services	November Power Sales 2025	\$376.82
Invoice 2512-6994D		12/31/2025		
Cash Payment	E 101-42200-380	Utility Services	November Power Sales 2025	\$207.25
Invoice 2512-6994D		12/31/2025		
Cash Payment	E 101-41940-380	Utility Services	November Power Sales 2025	\$301.46
Invoice 2512-6994D		12/31/2025		
Cash Payment	E 101-43160-381	Electric Utilities	November Power Sales 2025	\$659.44
Invoice 2512-6994D		12/31/2025		
Cash Payment	E 603-45183-381	Electric Utilities	November Power Sales 2025	\$75.36
Invoice 2512-6994D		12/31/2025		
Transaction Date	12/31/2025	MBT Bank Checking	10100	Total \$1,884.10
Refer	0	XCEL ENERGY	-	
Cash Payment	E 101-43160-381	Electric Utilities	STREET LIGHTS	\$1,842.86
Invoice 957672596		12/31/2025		
Cash Payment	E 101-43160-381	Electric Utilities	300 MAIN N BRIDGE LIGHTS	\$22.69
Invoice 957672596		12/31/2025		
Cash Payment	E 101-43160-381	Electric Utilities	130 ST.HWY 57 S.CITY SIGN	\$6.19
Invoice 957672596		12/31/2025		
Cash Payment	E 101-43160-381	Electric Utilities	60003 ST.HWY 57 N CITY SIGN	\$10.53
Invoice 957672596		12/31/2025		
Cash Payment	E 101-42200-380	Utility Services	21 5TH STREET SIREN	\$7.12
Invoice 957672596		12/31/2025		
Cash Payment	E 101-42200-380	Utility Services	21 5TH STREET E FH/CH/PUMP	\$159.32
Invoice 957672596		12/31/2025		
Cash Payment	E 101-42200-380	Utility Services	701 CHESTNUT SIREN	\$7.31
Invoice 957672596		12/31/2025		
Cash Payment	E 101-43160-381	Electric Utilities	410 CLAY POLE ON EDA LOT	\$11.48
Invoice 957672596		12/31/2025		
Cash Payment	E 101-41940-380	Utility Services	600 7TH STREET WEST MANTORFIEL	\$39.66
Invoice 957672596		12/31/2025		
Cash Payment	E 101-41940-380	Utility Services	340 CLAY RIVERSIDE W CENTER	\$26.73
Invoice 957672596		12/31/2025		
Cash Payment	E 101-41940-380	Utility Services	342 MAIN ST N RIVERSIDE NE	\$10.69
Invoice 957672596		12/31/2025		

Payments

Current Period: December 2025

Cash Payment	E 101-41940-380	Utility Services	601 GOLFVIEW DENNISON FIELD	\$13.26
Invoice	957672596	12/31/2025		
Cash Payment	E 101-41940-380	Utility Services	1008 EAST CITY SHOP	\$204.51
Invoice	957672596	12/31/2025		
Cash Payment	E 602-49450-380	Utility Services	121 BLANCH WWTF+SEC+PUMP	-\$197.20
Invoice	957672596	12/31/2025		
Cash Payment	E 601-49400-380	Utility Services	841 BLANCH WTR WELL HOUSE	\$680.17
Invoice	957672596	12/31/2025		
Cash Payment	E 601-49400-380	Utility Services	924 JEFFERSON WATER TOWER	\$18.12
Invoice	957672596	12/31/2025		
Cash Payment	E 603-45183-381	Electric Utilities	324 MAIN ST N CAMPGROUND	-\$55.60
Invoice	957672596	12/31/2025		
Cash Payment	E 101-41940-380	Utility Services	15 4TH STREET WEST RIVERSIDE	\$11.48
Invoice	957672596	12/31/2025		
Cash Payment	E 602-49450-380	Utility Services	601 JEFFERSON LIFT STATION	\$19.78
Invoice	957672596	12/31/2025		
Cash Payment	E 602-49450-380	Utility Services	121 BLANCH AUTO PROTECT LIGHT	\$11.24
Invoice	957672596	12/31/2025		
Cash Payment	E 101-43160-381	Electric Utilities	404 MAIN ST N UNITY ST LIGHTS	\$19.49
Invoice	957672596	12/31/2025		
Cash Payment	E 101-43160-381	Electric Utilities	Inv #95704237	\$69.36
Invoice	957672596	12/31/2025		
Cash Payment	E 101-41940-380	Utility Services	300 CLAY ST	\$10.83
Invoice	957672596	12/31/2025		
Transaction Date	12/31/2025	MBT Bank Checking	10100	Total \$2,950.02
Refer	0 DECOOK DRAINAGE			
Cash Payment	E 101-43125-406	Snow/Ice Removal	Snow Removal for December 2025	\$2,248.70
Invoice	7606	12/31/2025		
Transaction Date	12/31/2025	MBT Bank Checking	10100	Total \$2,248.70

Fund Summary

	10100 MBT Bank Checking	
101 GENERAL FUND		\$14,766.89
601 WATER FUND		\$5,304.65
602 SEWER FUND		\$494.75
603 RV PARK		\$19.76
		\$20,586.05

Pre-Written Checks	\$5,066.26
Checks to be Generated by the Computer	\$15,519.79
Total	\$20,586.05

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Payments

Current Period: December 2025

Payments Batch 123126PAY FD

\$2,673.94

Refer	0	WILLIAMS JJ	-			
Cash Payment	E 101-42200-217	Other Operating Supplie	Retirement Plaques			\$1,182.95
Invoice		12/31/2025				
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total		\$1,182.95
Refer	0	LUSHINSKY, PAUL	-			
Cash Payment	E 101-42200-217	Other Operating Supplie	Accountability Board			\$188.36
Invoice	00007642	12/31/2025				
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total		\$188.36
Refer	0	FIRE SAFETY USA, INC	-			
Cash Payment	E 101-42200-217	Other Operating Supplie	O2 sensor			\$297.90
Invoice	250535	12/31/2025				
Cash Payment	E 101-42200-217	Other Operating Supplie	Gas Cylinder			\$74.99
Invoice	250659	12/31/2025				
Cash Payment	E 101-42200-228	Equip. Repair and Maint	Generator Repair			\$929.74
Invoice	210437	12/31/2025				
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total		\$1,302.63

Fund Summary

	10100 MBT Bank Checking	
101 GENERAL FUND		\$2,673.94
		\$2,673.94

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$2,673.94
Total	\$2,673.94

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Payments

Current Period: December 2025

Payments Batch 123125Pays

\$8,405.15

Refer	0	ROTO ROOTER	-		
Cash Payment	E 602-49450-570	Capital Outlay	Televis City Sewers		\$7,949.38
Invoice	162923	12/31/2025			
Transaction Date	1/7/2026	MBT Bank Checking	10100	Total	\$7,949.38
Refer	0	GOPHER STATE ONE CALL	-		
Cash Payment	E 601-49400-300	Professional Srvs (GEN	Locates for December		\$0.94
Invoice	5120577	12/31/2025			
Cash Payment	E 602-49450-300	Professional Srvs (GEN	Locates for December		\$1.76
Invoice	5120577	12/31/2025			
Transaction Date	1/7/2026	MBT Bank Checking	10100	Total	\$2.70
Refer	0	CULLIGAN GREATER ROCHESTER	-		
Cash Payment	E 101-41940-200	Supplies	December Service		\$20.40
Invoice	611X02999507	12/31/2025			
Transaction Date	1/7/2026	MBT Bank Checking	10100	Total	\$20.40
Refer	0	OREILLY AUTO PARTS	-		
Cash Payment	E 101-43125-404	Repairs/Maint Machiner	Snowblower Shut off		\$14.48
Invoice	6235195779	12/31/2025			
Transaction Date	1/7/2026	MBT Bank Checking	10100	Total	\$14.48
Refer	0	KMTELECOM	-		
Cash Payment	E 101-41940-321	Communications Phone/	CITY HALL MAIN 5170		\$129.90
Invoice	10299145	12/31/2025			
Cash Payment	E 101-41940-321	Communications Phone/	CITY HALL - 5176 - 2ND LINE		\$20.91
Invoice	10299145	12/31/2025			
Cash Payment	E 601-49400-321	Communications Phone/	NEW WELL HOUSE FIBER		\$25.00
Invoice	10299145	12/31/2025			
Cash Payment	E 101-42200-321	Communications Phone/	FD 5440		\$25.90
Invoice	10299145	12/31/2025			
Cash Payment	E 101-41940-321	Communications Phone/	STREETS - SHOP 5119		\$90.89
Invoice	10299145	12/31/2025			
Cash Payment	E 601-49400-321	Communications Phone/	WATER TOWER ALARM 3588		\$46.58
Invoice	10299145	12/31/2025			
Cash Payment	E 602-49450-321	Communications Phone/	LIFT STATION ALARM 5066		\$36.58
Invoice	10299145	12/31/2025			
Cash Payment	E 602-49450-321	Communications Phone/	WWTP 5463 ALARM		\$36.58
Invoice	10299145	12/31/2025			
Cash Payment	E 101-41940-321	Communications Phone/	LONG DISTANCE/TAXES/FEES		\$5.85
Invoice	10299145	12/31/2025			
Cash Payment	E 101-46500-437	Other Miscellaneous	EDA 800 NUMBER		\$0.00
Invoice	10299145	12/31/2025			
Transaction Date	1/7/2026	MBT Bank Checking	10100	Total	\$418.19

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Current Period: December 2025

Fund Summary

	10100 MBT Bank Checking	
101 GENERAL FUND		\$308.33
601 WATER FUND		\$72.52
602 SEWER FUND		\$8,024.30
		\$8,405.15

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$8,405.15
Total	\$8,405.15

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Payments Batch 010626PAY EZ ICE						\$14,208.00
Refer	0	EZ Ice	-			
Cash Payment	E 225-45122-570	Capital Outlay	For Ice Arena			\$14,208.00
Invoice D17865		1/6/2026				
Transaction Date	1/6/2026	MBT Bank Checking	10100	Total		\$14,208.00

Fund Summary	
	10100 MBT Bank Checking
225 PARK CONCESSIONS FUND	\$14,208.00
	\$14,208.00

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$14,208.00
Total	\$14,208.00

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Current Period: January 2026

Payments Batch 011226PAY

\$253,835.06

Refer	0	US POSTAL SERVICE	Ck# 006795 1/12/2026	
Cash Payment	E 604-43150-352	Publishing	Postage for Utility Billing Jan-2026	\$9.76
Invoice				
Cash Payment	E 601-49400-430	Miscellaneous	Postage for Utility Billing Jan-2026	\$75.64
Invoice				
Cash Payment	E 602-49450-437	Other Miscellaneous	Postage for Utility Billing Jan-2026	\$158.60
Invoice				
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total \$244.00
Refer	0	US POSTAL SERVICE	Ck# 006789 1/12/2026	
Cash Payment	E 601-49400-300	Professional Svcs (GEN	Postage for Water Testing 1/7/26	\$11.70
Invoice				
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total \$11.70
Refer	0	MINNESOTA REVENUE	Ck# 006796 1/12/2026	
Cash Payment	E 101-45200-210	Tax and Licensing	4th Qtr Sale and Use Tax 2025	\$10.00
Invoice Park				
Cash Payment	E 603-45183-210	Tax and Licensing	4th Qtr Sale and Use Tax 2025	\$111.00
Invoice RV Park				
Cash Payment	E 601-49400-210	Tax and Licensing	4th Qtr Sale and Use Tax 2025	\$878.00
Invoice Water				
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total \$999.00
Refer	0	BLUE CROSS BLUE SHIELD OF MI		
Cash Payment	G 101-21715	Employee Paid Vision Plan	Service for February 2026	\$23.40
Invoice	260102464641	1/12/2026		
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total \$23.40
Refer	0	VERIZON WIRELESS	Ck# 006797 1/12/2026	
Cash Payment	E 101-42200-380	Utility Services	Service for Nov 24 - Dec 23	\$64.64
Invoice	6131830858	1/12/2026		
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total \$64.64
Refer	0	INTERNAL REVENUE SERVICE	Ck# 006794 1/12/2026	
Cash Payment	G 101-21703	FICA Tax Withholding	PR 1 2026	\$1,206.20
Invoice	01/06/2026	1/12/2026		
Cash Payment	G 101-21709	Medicare	PR 1 2026	\$282.10
Invoice	01/06/2026	1/12/2026		
Cash Payment	G 101-21701	Federal Withholding	PR 1 2026	\$829.99
Invoice	01/06/2026	1/12/2026		
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total \$2,318.29
Refer	0	MN PERA	Ck# 006793 1/12/2026	
Cash Payment	G 101-21704	PERA	PR 1 2026	\$1,492.19
Invoice	01/07/20	1/12/2026		
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total \$1,492.19
Refer	0	MINNESOTA REVENUE	Ck# 006792 1/12/2026	
Cash Payment	G 101-21702	State Withholding	PR 1 2026	\$342.84
Invoice	01/06/2026	1/12/2026		
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total \$342.84

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Current Period: January 2026

Refer	0	PAYMENT SERVICE NETWORK, IN	Ck# 006791	1/12/2026		
Cash Payment	E 602-49450-300	Professional Srvs (GEN	December 2025	Service		\$113.65
Invoice						
Cash Payment	E 601-49400-300	Professional Srvs (GEN	December 2025	Service		\$61.20
Invoice						
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total		\$174.85
Refer	0	SOUTHEAST SERVICE COOPERAT	Ck# 006790	1/12/2026		
Cash Payment	G 101-21706	Hospitalization/Medical Ins	Services for January 2026			\$3,765.28
Invoice						
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total		\$3,765.28
Refer	0	MN DEPT OF PUBLIC SAFETY - EP				
Cash Payment	E 601-49400-300	Professional Srvs (GEN	Hazardous Chemical Fees for 2026			\$100.00
Invoice M-149566		1/12/2026				
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total		\$100.00
Refer	0	NAPA				
Cash Payment	E 101-43125-404	Repairs/Maint Machiner	Boxed Miniatures			\$8.00
Invoice 514549		1/12/2026				
Cash Payment	E 101-43125-404	Repairs/Maint Machiner	Purple Power & Simple Green Cleaner			\$11.48
Invoice 514435		1/12/2026				
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total		\$19.48
Refer	0	CEDA				
Cash Payment	E 101-46500-437	Other Miscellaneous	1st Quarter of 2026			\$6,147.50
Invoice 01/03/2026		1/12/2026				
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total		\$6,147.50
Refer	0	MN MUNICIPAL UTILITIES ASSOC				
Cash Payment	E 101-43100-229	Safety/OSHA	Participant Fee			\$100.00
Invoice 67584		1/12/2026				
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total		\$100.00
Refer	0	DELTA DENTAL				
Cash Payment	G 101-21708	Dental Insurance	January 2026 Coverage			\$180.72
Invoice RS0006775787		1/12/2025				
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total		\$180.72
Refer	0	SE MN LEAGUE OF MUNICIPALITI				
Cash Payment	E 101-41110-433	Dues and Memberships	Member Dues for 2026			\$50.00
Invoice 286		1/12/2026				
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total		\$50.00
Refer	0	LEAGUE OF MINNESOTA CITIES				
Cash Payment	E 101-41110-433	Dues and Memberships	2026 Membership Dues			\$1,651.00
Invoice 441368		1/12/2026				
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total		\$1,651.00
Refer	0	LMC - LEAGUE OF MN CITIES				
Cash Payment	E 101-41110-433	Dues and Memberships	2026 Mayors Association Dues			\$30.00
Invoice 01/01/2026		1/12/2026				
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total		\$30.00
Refer	0	IIMC - INTL INST OF MUNI CLRKS				

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Cash Payment	E 101-41110-433	Dues and Memberships	Gretchen Annual Membership 2026		\$195.00
Invoice	01/06/2026	1/12/2026			
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total	\$195.00
Refer	0	DODGE COUNTY SHERIFF	-		
Cash Payment	E 101-42100-310	Other Professional Servi	Sheriff Contract for 2026		\$9,533.33
Invoice	1 of 12	1/12/2026			
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total	\$9,533.33
Refer	0	DEERE CREDIT INC.	-		
Cash Payment	E 101-45200-500	Capital Outlay	Z997R Mower payment 2 of 5		\$5,077.58
Invoice	3109438	1/12/2026			
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total	\$5,077.58
Refer	0	FIRST INDEPENDENT BANK	-		
Cash Payment	E 313-47000-611	Bond Interest	2022A Bond Payment First Half 2026		\$5,792.50
Invoice	1stHalf	1/12/2026			
Cash Payment	E 313-47000-601	Debt Srv Bond Principal	2022A Bond Payment First Half 2026		\$37,000.00
Invoice	1stHalf	1/12/2026			
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total	\$42,792.50
Refer	0	NORTHLAND TRUST SERVICES, IN	-		
Cash Payment	E 601-49400-601	Debt Srv Bond Principal	2019A Bond Payment First Half 2026		\$30,000.00
Invoice	Water	1/12/2026			
Cash Payment	E 311-47000-601	Debt Srv Bond Principal	2019A Bond Payment First Half 2026		\$40,000.00
Invoice	Streets	1/12/2026			
Cash Payment	E 311-47000-601	Debt Srv Bond Principal	2019A Bond Payment First Half 2026		\$22,500.00
Invoice	Sewer	1/12/2026			
Cash Payment	E 602-49450-601	Debt Srv Bond Principal	2019A Bond Payment First Half 2026		\$7,500.00
Invoice	Sewer	1/12/2026			
Cash Payment	E 601-49400-611	Bond Interest	2019A Bond Payment First Half 2026		\$4,800.00
Invoice	Water	1/12/2026			
Cash Payment	E 311-47000-611	Bond Interest	2019A Bond Payment First Half 2026		\$6,525.00
Invoice	Streets	1/12/2026			
Cash Payment	E 311-47000-611	Bond Interest	2019A Bond Payment First Half 2026		\$3,768.75
Invoice	Sewer	1/12/2026			
Cash Payment	E 602-49450-611	Bond Interest	2019A Bond Payment First Half 2026		\$1,256.25
Invoice	Sewer	1/12/2026			
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total	\$116,350.00
Refer	0	NORTHLAND TRUST SERVICES, IN	-		
Cash Payment	E 602-49450-601	Debt Srv Bond Principal	2024A Bond Payment First Half 2026		\$3,150.00
Invoice	Sewer	1/12/2026			
Cash Payment	E 601-49400-601	Debt Srv Bond Principal	2024A Bond Payment First Half 2026		\$26,100.00
Invoice	Water	1/12/2026			
Cash Payment	E 604-43150-601	Debt Srv Bond Principal	2024A Bond Payment First Half 2026		\$15,750.00
Invoice	Storm	1/12/2026			
Cash Payment	E 602-49450-611	Bond Interest	2024A Bond Payment First Half 2026		\$1,148.00
Invoice	Sewer	1/12/2026			
Cash Payment	E 601-49400-611	Bond Interest	2024A Bond Payment First Half 2026		\$9,512.00
Invoice	Wate	1/12/2026			
Cash Payment	E 604-43150-611	Bond Interest	2024A Bond Payment First Half 2026		\$5,740.00
Invoice	Storm	1/12/2026			

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Payments

Current Period: January 2026

Transaction Date	1/8/2026	MBT Bank Checking	10100	Total	\$61,400.00
Refer	0 JACOBSEN LAW FIRM, P.A.	-			
Cash Payment	E 101-41600-304 Legal Fees	Service for December			\$221.00
Invoice 4884	1/12/2026				
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total	\$221.00
Refer	0 BOUND TREE MEDICAL, LLC	-			
Cash Payment	E 101-42200-311 First Responder Train/E	AED Pads			\$419.98
Invoice 86049279	1/12/2026				
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total	\$419.98
Refer	0 BATTERIES PLUS	-			
Cash Payment	E 101-42200-240 Tools and Minor Equipm	Batteries			\$130.78
Invoice P88685380	1/12/2026				
Transaction Date	1/8/2026	MBT Bank Checking	10100	Total	\$130.78

Fund Summary

	10100 MBT Bank Checking	
101 GENERAL FUND		\$31,773.01
311 GO SERIES BOND 2019A		\$72,793.75
313 GO SERIES BOND 2022A		\$42,792.50
601 WATER FUND		\$71,538.54
602 SEWER FUND		\$13,326.50
603 RV PARK		\$111.00
604 STORM SEWER FUND		\$21,499.76
		\$253,835.06

Pre-Written Checks	\$9,412.79
Checks to be Generated by the Computer	\$244,422.27
Total	\$253,835.06

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

Chair

Convene County Board Meeting

The Dodge County Commissioners met in regular session November 25, 2025, in the County Board Room at the Dodge County Government Services Building, Mantorville, MN, at 5:00 p.m. Chair Rhonda Toquam called the meeting to order at 5:00 p.m.

Attendee Name	Title	Status	Arrived
John Allen	District 1	Present	5:00 PM
Tim Tjosaas	District 2	Present	5:00 PM
Rodney Peterson	District 3	Present	5:00 PM
Rhonda Toquam	District 4	Present	5:00 PM
David Kenworthy	District 5	Present	5:00 PM

Pledge of Allegiance

The pledge of allegiance was recited.

Determine Quorum

The Chair acknowledged those present and established there was a quorum.

Also present:

Jim Elmquist	County Administrator
Becky Lubahn	Deputy Clerk

Establish Agenda

Agenda Approved

Motion by Tjosaas seconded by Kenworthy 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. Proposed Amendment to the October 28, 2025 Regular Session Minutes
- 1.2. Committee of the Whole - Committee Meeting - Nov 12, 2025 9:00 AM
- 1.3. Board of Commissioners - Regular Meeting - Nov 12, 2025 9:30 AM

- 1.4. E-Waste Agreement
- 1.5. Petro Fund Reimbursement – Signature Requirement

Joe Flett, Environmental Program Manager

Minnesota Department of Agriculture County Ag Inspector Grant

Mr. Flett informed the Board that Dodge County is responsible for administering the Noxious Weed Law. Previously this has been an unfunded state mandate; however recent legislation has allocated funds to support duties of the County Ag Inspector. Under a grant agreement, Dodge County will receive \$10,300.00 for the purposes of inspections, complaint follow up, training and other duties.

Motion by Allen seconded by Kenworthy to approve and authorize the Environmental Program Manager (County Ag Inspector) to sign the proposed grant agreement with the Minnesota Department of Agriculture to support duties of the County Ag Inspector as requested.

Motion Adopted [Unanimous]

Melissa DeVetter, Project Manager

FY 2026 and 2027 Natural Resource Block Grant Agreement

Ms. DeVetter informed the Board that the Natural Resources Block Grant (NRBG) provides state funding for the County's Wetland, Shoreland, Septic, and Water Management activities.

The NRBG grant provides these amounts:

	<u>2026</u>	<u>2027</u>
Wetland	\$ 16,444	\$ 16,444
Water Management	\$ 14,484	\$ 14,484
Shoreland	\$ 2,675	\$ 2,675
Septic Base	\$ 21,200	

The septic base amount for 2027 has yet to be determined.

Motion by Allen seconded by Tjosaas to approve and authorize the Comp Plan/Water Plan Project Manager to sign the proposed FY 2026 and 2027 State of Minnesota Board of Water and Soil Resources Natural Resources Block Grant Program Grant Agreement as presented and return it to the Board of Water and Soil Resources.

Motion Adopted [Unanimous]

Nichole Farnsworth, Employee Relations Director

Labor Agreement with 49ers Highway

Included in the Board packet was the tentative agreement with the 49ers Highway Union for

2026-2028.

Ms. Farnsworth reported that the Union members have voted and agreed with this contract.

A summary of changes were listed as follows:

- Article 6 Union Security: add working dues in the amount of ¼% per base hourly pay for 40 hours per week
- Article 13 Holidays: add Juneteenth
- Article 20 PTO: remove STDL as policy is planned to sunset 12/31/25
- Add PFML language: employee and employer split premium 50/50
- Wage Scale Adjustment: adjust to 2.5% spread between all steps and 3% year 2026, 3.25% year 2027 and 3.25% year 2028

Motion by Peterson seconded by Tjosaas to approve and authorize the Chair, County Administrator and Employee Relations to sign the proposed Labor Agreement between Dodge County and the International Union of Operating Engineers Local Union No. 49 Highway for 2026-2028 as recommended.

Motion Adopted [Unanimous]

Labor Agreement with 49ers Transfer Station

Included in the Board packet was the tentative agreement with the 49ers Transfer Station Union for 2026-2028.

The Employee Relations Director reported that union members have voted and agreed with this contract.

A summary of changes were listed as follows:

- Article 6 Union Security: add working dues in the amount of ¼% per base hourly pay for 40 hours per week
- Article 14 Holidays: add Juneteenth
- Add PFML language - employee and employer split premium 50/50
- Wage Scale Adjustment: adjust to 3% spread between all steps and add 3% year 2026, 3.25% year 2027 and 3.25% year 2028

Motion by Tjosaas seconded by Kenworthy to approve and authorize the Chair, County Administrator and Employee Relations to sign the proposed Labor Agreement between Dodge County and the International Union of Operating Engineers Local Union No. 49 Environmental Facility Department (Transfer Station) for 2026-2028 as recommended.

Motion Adopted [Unanimous]

Personnel Agenda Reviewed

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

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

A. Sheriff's Office

- A.1 Tanya Sarkela - 911 Dispatcher
Step increase from B23 step 2 \$26.49 to B23 step 3 \$27.27.
Effective Date: 11/20/25
- A.2 Mark Dyshaw - Deputy Sheriff
No longer employed.
Effective Date: 03/31/26

B. Highway Department

- B.1 Noah Baumgarten - County Engineer
Authorization to hire at E83 step 6 \$71.23 to fill approved vacancy.
Effective Date: 1/05/26
- B.2 Timothy Beinhorn - Equipment Operator
Step increase from B23 step 3 \$28.82 to B23 step 4 \$29.54.
Effective Date: 8/01/25

C. Non-Union Pay Scale

- C.1 Authorization to approve Non-Union Pay Scale.
Effective Date: 12/01/25

Motion Adopted [Unanimous]

Kevin Venenga, Finance Director

Bills Reviewed

Mr. Venenga reviewed the bills with the Board.

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

01	Revenue Fund	\$ 152,584.85
13	Road and Bridge Fund	\$ 332,038.48
16	Environmental Quality Fund	\$ 7,375.22
19	Eda/Hra-Dodge County	\$ 10,000.00
52	The Midway	<u>\$ 8,114.00</u>
	Total	\$ 510,112.55

Motion Adopted [Unanimous]

Out of State Travel Request for Finance Director

Mr. Venenga is requesting authorization to travel to San Francisco, California for a 2-day continuing professional education (CPE) training in December 2025. This is the same training that he attended in January of this year. The Finance Director noted that the timing changes based on available venues and instructors schedules.

Mr. Venenga informed the Board that maintaining an active CPA license requires approximately 40 hours of continuing professional education each year. The proposed two-day training would provide 16 hours toward this requirement. The total cost of the training is \$470, and all other travel-related expenses will be paid personally by the Finance Director.

Motion by Allen seconded by Tjosaas to approve and authorize out of state travel for the Finance Director to San Francisco, California December 18-19, 2025 for CPE training at a cost of approximately \$470 as requested.

Motion Adopted [Unanimous]

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

Included in the board packet was the next draft of the 2026 final budget. Mr. Venenga noted that this draft includes updates to the budgets primarily in Human Services, Building Operations and General Government. In this draft, there were adjustments that increased revenues or decreased expenses in the General Government and Building Operations areas, but the budget savings were offset by the Human Services final budget being set at a greater level than anticipated and the amount that was included in the adopted preliminary levy. Therefore, this draft represents a levy increase remaining at a 5.7% increase over 2025 for a total net levy of \$18,967,236. The total budget represented at this meeting is \$39,264,617.

It was noted the final budget hearing is scheduled for Thursday, December 11th, 2025 at 6:00 p.m. as this date is an evening board meeting falling within statute and rules established by the Minnesota Department of Revenue. Also noted was that this would normally have been a daytime meeting, however, due to the need to hold the Truth in Taxation meeting in the evening, the meeting has been moved to an evening meeting.

It was clarified for purposes of calculating levy that 1 point = \$190,676. Tax capacity growth is at 5.01%.

The Finance Director reported that he is looking for further direction from the Board.

Commissioner Allen indicated that he'd like to further reduce the proposed budget.

Commissioner Kenworthy discussed the funds that Fairview pays the county for assistance from Finance staff with financial duties. Mr. Kenworthy pointed out that if the Board were to choose to cease Fairview Care Center's monthly payments to the Finance department, it would impact the proposed budget.

The County Administrator discussed with the Board their options for further lowering the budget.

Commissioner Toquam stated that, compared to other counties, she felt Dodge County was still on the low-end regarding levy increases for next year. Ms. Toquam informed the Board that she was concerned about cutting too much in a single year and the potential repercussions those

cuts could have in future years due to known impacts coming from the state and federal budget cuts.

Commissioner Kenworthy reported that like Commissioner Allen, he too would like to have the proposed budget lowered, however he understands that the County Administrator and Finance Director have worked hard to make additional cuts to get the budget to where it is.

Commissioner Tjosaas stated that he understands the additional expenses recently added to the MNPrairie budget have affected the 2026 levy request. He added that, while he would have preferred to see the levy reduced further, he understands why no additional cuts were possible.

Commissioner Allen noted that department heads occasionally retain excess funds that are later used for un-budgeted purchases. He recommended that Mr. Elmquist and Mr. Venenga follow-up with the department heads and ask each to reduce their budgets by a designated percentage to remove any nonessential expenditures

Commissioner Toquam stated that she doesn't feel there's much fluff left to make further cuts.

The County Administrator stated he has his direction.

Commissioner Toquam thanked the Finance Director and County Administrator for their work on the budget.

Motion No Vote

Paul Kiltinen, County Attorney

Legal Update

The County Attorney provided the Board with a legal update.

Motion No Vote

Jim Elmquist, County Administrator

MNPrairie Lease for 2026

Included in the board packet was the proposed lease agreement with MNPrairie for 2026. Mr. Elmquist reported that the lease has been reviewed by the County Administrators based on the goal of reaching a standardized rate which is \$14.00 a square foot. With the new rate, Dodge County's lease decrease will be \$12,137. The square footage remains the same.

The County Administrator reported that this agreement will be reviewed at an upcoming MNPrairie meeting. However, after speaking with Tara Reich, he noted that it should not be a concern, as standardizing rates was a goal established by the Board. The agreement will be sent via Docusign to the Board Chair for adoption if so approved.

Motion by Peterson seconded by Allen to approve and authorize the Chair to sign the Lease of Commercial Space between Dodge County and Minnesota Prairie County Alliance as presented.

Motion Adopted [Unanimous]

Legal Newspaper Question

Mr. Elmquist informed the Board that Terry Campbell from the Messenger is asking to be considered as a legal newspaper. In talking with the County Attorney, the thought was to have a discussion with the Board about this. Currently, the DCI has been the county's certified newspaper and has performed as a weekly paper which has always been the county's need.

The County Administrator received correspondence from Mr. Campbell indicating that he is considering publishing the Dodge Center Messenger on a weekly basis beginning by the end of 2025. If so they will also be expanding their circulation to include Kasson and Mantorville which would increase their circulation to about 3x the circulation of the DCI. Their legal rate is \$8.00 per column inch. This would be based on whether Dodge County is interested in considering their bid as their legal newspaper.

Mr. Campbell was interested in knowing whether or not the Commissioners would be interested in further exploring this opportunity.

The County Attorney informed the Board that Terry Campbell wants to publish a paper on a weekly basis, but doesn't want to pursue this option if the Board isn't supportive of this endeavor.

Melissa DeVetter was present and speaking on behalf of Environmental Services Director Lauren Cornelius. Environmental Services questioned whether Mr. Campbell's paper met the statutory requirements for a legal newspaper. Ms. DeVetter also reported that a bi-monthly newspaper is not an option for their department and the legal ads that they need to place. Environmental Services needs a paper that gets published weekly because they are always pushing out legal notifications which need to be published in a timely manner. Ms. DeVetter informed the Board that a bi-monthly paper wouldn't meet the needs of Environmental Services.

Mr. Campbell was present and informed the Board that his newspaper has been designated a legal newspaper for 2½ years. He noted that the newspaper could move to a weekly publication if necessary. Mr. Campbell outlined the requirements for a newspaper to be considered legal and indicated that the DCI is not in good standing with the State, and therefore does not qualify as a legal newspaper. He asked the Board whether they wished to continue using a paper that is not legally recognized. Mr. Campbell also highlighted the services and offerings of his newspaper.

Commissioner Toquam stated they would need to verify this information before making any decision to move forward.

Commissioner Tjosaas wanted to know if Mr. Campbell's paper is a free newspaper.

Mr. Campbell stated his paper is a free paper, however they need advertisers to help cover the cost of publishing the newspaper.

Commissioner Peterson supported sending out a request for proposals for the legal newspaper and further investigating the information they received from Mr. Campbell.

The Board thanked Mr. Campbell for coming in.

Ms. DeVetter indicated that Mr. Campbell's current newspaper does not have a record of publishing a weekly newspaper for a year.

Motion No Vote

Public Safety Committee Report - Commissioner John Allen

Commissioner Allen presented a summary of the Public Safety report and action items.

Donation to Purchase Equipment for DCSO

The following businesses/people would like to donate to the Dodge County Sheriff's Office for equipment the Office may need, Stanley & Sandra Blankenship - \$100, Howard & Shirley Heikes - \$100, Dick Denny - \$100 & Big Iron Classic Truck Show - \$500.

Commissioner Allen offered the following resolution (#2025-45), seconded by Commissioner Peterson:

WHEREAS, the Dodge County Sheriff's Office from time to time receives donations from individuals and/or organizations; and

WHEREAS, the Dodge County Sheriff's Office wishes to accept this donation and utilize it to help fund equipment for the Sheriff's Office; and

WHEREAS, pursuant to Minnesota Statute 465.03, the county shall by resolution of the governing body adopt by a two-thirds majority of its members accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor.

NOW THEREFORE BE IT RESOLVED, that the Dodge County Board of Commissioners hereby accept the following donation to be used for the purchase of equipment for the Sheriff's Office:

Stanley & Sandra Blankenship - \$100

Howard & Shirley Heikes - \$100

Dick Denny - \$100

Big Iron Classic Truck Show - \$500

Resolution Adopted [Unanimous]

Hazard Mitigation Assistance Agreement

Dodge County has maintained a FEMA approved Hazard Mitigation Plan since 2009. This plan requires update every 5 years. During calendar year 2026, Dodge County will be updating their plan. In the past they have partnered with HSEM and the University of Minnesota to consult and assist them with this plan update. Mr. Maas would like to partner with HSEM and the U of M for the 2026 update.

Included in the board packet for consideration was the proposed Hazard Mitigation Assistance Agreement for Counties Utilizing HSEM Plan Update Consultant assistance agreement for this partnership as well as a Letter of Commitment of Funds. FEMA grant funding pays for 75% of this project with the local jurisdiction (Dodge County) being required to fund the remaining 25%. This 25% match is "in-kind" services covered by local employee and leadership participation in updating the plan.

Motion by Allen seconded by Peterson to approve and authorize the Chair to sign the Hazard Mitigation Assistance Agreement for Counties Utilizing HSEM Plan Update Consultant assistance agreement and letter of commitment as presented.

Motion Adopted [Unanimous]

Public Works Committee Report - Commissioner Rodney Peterson

Commissioner Peterson presented a summary of the Public Works report and action items.

Purchase of Skid Loader

Contained within the approved 2025 Highway budget is the purchase of a skid loader.

Purchasing heavy equipment is most often done through the State of Minnesota bid contract. This is a process the State goes through to secure competitive pricing on everything from computers to heavy equipment. The benefit to counties and cities is that we get to avoid the bidding process and utilize the pricing obtained by the State to select equipment that best fits our needs.

The Highway Department is specking out a skid loader with similar specifications to their current skid loader with the following results:

- **Bobcat T76 T4 w/ warranty from SANCO Equipment of Rochester**
State contract price \$59,502.76
- **Bobcat T76 T4 w/ warranty from Tri State Bobcat, Inc**
State contract price \$63,924.29
- **Caterpillar 265 w/ warranty from Ziegler CAT**
State contract price \$68,068.66

Motion by Allen seconded by Peterson to approve and authorize the Highway Department to

purchase a Bobcat T76 T4 from SANCO Equipment of Rochester at a cost of approximately \$59,502.76 as requested.

Motion Adopted [Unanimous]

LRIP Grant Application for Main Street and Center Avenue, City of Hayfield

The City of Hayfield is hoping to reconstruct parts of Main Street and Center Avenue and complete drainage improvements.

To assist in the costs of these improvements they would like to apply for funding from the Local Road Improvement Program (LRIP) funded by the State of Minnesota. As Hayfield is a city under 5,000 the application requires sponsorship from the county. Sponsorship consists of the county being ultimately responsible for the project. Should the local funding fall through or the city fail to complete the project the county is responsible for funding and completion.

Several applications such as this have been sponsored in the past with the applicant having an agreement with the county to assure they will finish and pay all locally required funds.

Included in the board packet was the proposed agreement with the city and the resolution of sponsorship.

The Highway Department is recommending that they be authorized pursue the Local Roads Improvement Fund grant for the improvement of parts of Main Street and Center Avenue in Hayfield.

Commissioner Peterson offered the following resolution (#2025-46), seconded by Commissioner Allen:

WHEREAS, the City of Hayfield wishes to apply for funding through the MnDOT Local Road Improvement Program (LRIP) for the Main Street & Center Avenue Improvements project, and

WHEREAS, the Main Street & Center Avenue Improvements project includes street reconstruction and drainage improvements to the following areas:

- Main Street (2nd Avenue West to 2nd Avenue East)
- Main Street Sidewalks (4th Avenue East to County Road T)
- Center Avenue (2nd Street North/Trunk Highway 30 to Main Street)

WHEREAS, the Local Road Improvement Program (LRIP) administered by the Minnesota Department of Transportation makes available up to \$1,500,000 to apply towards projects on local roads that are regionally significant, result in safety improvements, address transportation deficiencies, and contribute to economic development, and

WHEREAS, the City of Hayfield will be responsible for engineering, right-of-way, inspection, and other non-LRIP eligible costs, as well as LRIP-eligible items in excess of the LRIP grant amount, and

WHEREAS, the LRIP requires non-state aid cities to have a county sponsor and the support of the County Board, and

WHEREAS, the proposed year for project construction is 2028.

NOW, THEREFORE, BE IT RESOLVED by the Dodge County Board of Commissioners, that:

1. The County supports the City of Hayfield's pursuit of LRIP funds for the Main Street & Center Avenue Improvements Project, and
2. The County agrees to sponsor the City of Hayfield's Local Road Improvement Program application to MnDOT and act as the city's sponsor and fiscal agent for this project.

Resolution Adopted [Unanimous]

LRIP Grant Application for Airport Drive North, City of Dodge Center

The City of Dodge Center is hoping to reconstruct parts of Airport Drive North from a point approximately 500 ft north of Highway Street East to a point approximately 190 ft south of 625th Street.

To assist in the costs of these improvements they would like to apply for funding from the Local Road Improvement Program (LRIP) funded by the State of Minnesota. As Dodge Center is a city under 5,000 the application requires sponsorship from the county. Sponsorship consists of the county being ultimately responsible for the project. Should the local funding fall through or the city fail to complete the project the county is responsible for funding and completion.

Several applications such as this have been sponsored in the past with the applicant having an agreement with the county to assure they will finish and pay all locally required funds.

Included in the board packet was the proposed agreement with the city and the resolution of sponsorship.

The Highway Department is requesting authorization to pursue a Local Roads Improvement Fund grant for the improvement of parts of Airport Drive North in Dodge Center. They are also requesting authorization for the County Engineer to sign the LRIP Grant Application.

Commissioner Peterson offered the following resolution (#2025-47), seconded by Commissioner Allen:

WHEREAS, the City of Dodge Center desires to reconstruct Airport Drive North from a point approximately 500 ft north of Highway Street East to a point approximately 190 ft south of 625th Street, and

WHEREAS, cities and townships with populations less than 5,000 must have a County sponsor

for the Local Road Improvement Program, and

NOW THEREFORE BE IT RESOLVED, that Dodge County supports the submittal of an application for Local Road Improvement Program funding for the improvement and reconstruction of Airport Drive in Dodge Center, and

BE IT FURTHER RESOLVED that Dodge County agrees to act as the sponsoring agent for the Local Road Improvement Program funding and ensuring that the project complies with all applicable laws, rules, and regulations.

Resolution Adopted [Unanimous]

Administration Committee Report - Commissioner Rhonda Toquam

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

MMUA Contract Discussion

After agreement of this contract in March with MMUA, the Board asked for a review of the service at the end of 2025. With the contract needing a 30-day notice to withdrawal if the Board were to choose, it was agreed to do this in November. The cost of the contract is \$29,690 for 2026 and includes 24 days on site. Staff has found the contract helpful and would recommend service for 2026 which is within the 2026 budget.

It was noted that the contract does not need approval. However, if the Board were to elect to not continue, staff would need to let MMUA know by December 2, 2025.

Motion No Vote

Agency Reports

Commissioners provided their agency reports. Commissioner Allen attended a Zumbro Valley Watershed District meeting and a conference call with State Representative Quam and a DNR representative regarding shoreline. Commissioner Kenworthy attended a D&O Joint Powers meeting, a JAZB meeting, a Task Force meeting, a Safety Committee meeting, a Fairview Care Center meeting, an Administrative meeting and a Committee of the Whole meeting. Commissioner Peterson attended a Root River One Watershed One Plan meeting, a NACo HS Committee zoom meeting, a SEMMCHRA meeting and an LELS Dispatch Union negotiation meeting. Commissioner Tjosaas attended a MNPrairie meeting, a D&O Joint Powers Board meeting, a Corrections Task Force meeting, a Spero meeting and a Fairview Care Center meeting. Commissioner Toquam attended a Teams call with the State Auditor, staff and the Finance Director regarding audits, a MNPrairie Board meeting, a SEMMCHRA Board meeting, a Spero meeting, a Fairview Care Center Board meeting and a County Board meeting.

Motion No Vote

There were no Other Deferred Business items to discuss.

Motion No Vote

Adjourn

Meeting Adjourned

Motion by Peterson seconded by Tjosaas to adjourn the meeting at 6:16 p.m.

The next regular meeting of the Dodge County Board of Commissioners will be held on December 11, 2025 at 5:00 p.m.

Motion Adopted [Unanimous]

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

Chair

Convene County Board Meeting

The Dodge County Commissioners met in regular session December 11, 2025, in the Board Room at the Dodge County Government Services Building, Mantorville, MN, at 5:00 p.m. Chair Rhonda Toquam called the meeting to order at 5:00 p.m.

Attendee Name	Title	Status	Arrived
John Allen	District 1	Present	5:00 PM
Tim Tjosaas	District 2	Present	5:00 PM
Rodney Peterson	District 3	Present	5:00 PM
Rhonda Toquam	District 4	Present	5:00 PM
David Kenworthy	District 5	Present	5:00 PM

Pledge of Allegiance

The pledge of allegiance was recited.

Determine Quorum

The Chair acknowledged those present and established there was a quorum.

Also present:

Jim Elmquist	County Administrator
Becky Lubahn	Deputy Clerk

Establish Agenda

Agenda Approved

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

Motion Adopted [Unanimous]

Consent Agenda

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

Motion Adopted [Unanimous]

- 1.1. Committee of the Whole - Committee Meeting - Nov 25, 2025 4:30 PM
- 1.2. Board of Commissioners - Regular Meeting - Nov 25, 2025 5:00 PM
- 1.3. Extension Committee Reappointment

1.4. Request to Approve 2026 Tobacco Retailer Licenses

Catherine Grondin, Zoning Administrator

Appointment of Planning Commission Members

Ms. Grondin informed the Board that the following Planning Commission members' terms expire on December 31st, 2025.

Darren Durst (Milton/Mantorville)
Jim Checkel (Ashland/Canisteo)
Kevin Asprey (Hayfield/Vernon)

The vacancy was advertised on the Dodge County website with a closing date of 4:30 p.m. on November 26th, 2025. Under zoning ordinance provisions, members of the Planning Commission are eligible for reappointment. Mr. Durst, Mr. Checkel, and Mr. Asprey have submitted their applications to be reappointed as representatives of their given townships on the Planning Commission. There were no other applicants as of the closing date.

Motion by Kenworthy seconded by Peterson to reappoint Darren Durst, Jim Checkel, and Kevin Asprey to the Dodge County Planning Commission for the term of January 1st, 2026 to December 31st, 2028.

Motion Adopted [Unanimous]

Appointment of Board of Adjustment Members

The Zoning Administrator reported the following Board of Adjustment members' terms expire on December 31st, 2025.

Dean Schutte
Greg Klevos

The vacancies were advertised on the Dodge County website with a closing date of 4:30 p.m. on November 26th, 2025. Under zoning ordinance provisions, members of the Board of Adjustment are eligible for reappointment. Mr. Klevos has submitted an application to be reappointed to the Board of Adjustment and Tim Marquardt has applied to be on the Board of Adjustment. There were no other applicants as of the closing date.

Motion by Tjosaas seconded by Kenworthy to reappoint Greg Klevos to the Dodge County Board of Adjustment for the term of January 1st, 2026 to December 31st, 2028, and appoint Tim Marquardt to the Dodge County Board of Adjustment for the term of January 1st, 2026 to December 31st, 2028.

Motion Adopted [Unanimous]

Ryan DeCook, Director of Land Records

2026 Assessment Agreements

Mr. DeCook reported that included in the board packet is the 2026 assessment agreement summary for the 18 jurisdictions in Dodge County. The Land Records office is contracted by each of the 18 jurisdictions to provide assessment service. As in the past, there are currently no local assessors with contracts in Dodge County. The total amount proposed for the 2026 assessment fees is \$144,415.

Motion by Allen seconded by Peterson to acknowledge and approve the proposed Assessment Agreements with the 18 jurisdictions in Dodge County for Land Records services in 2026 and authorize the Chair and County Administrator to sign the agreements.

Motion Adopted [Unanimous]

Kevin Venenga, Finance Director

Job Title Change

Mr. Venenga stated with the current opening in the Accounting Services Director role, he has had the opportunity to review the job description for this position. The Finance Director made some recommendations for changes which have been reviewed with the Employee Relations Director. The change that will be most noticeable is a recommendation for a change in the title from Accounting Services Director to Accounting Services Coordinator or Accounting Services Lead. As a result of the changes recommended, it was the consensus that these changes should be reviewed by David Drown and Associates (DDA) to ensure that the classification is not changed for this position.

The Finance Director recommended that the title of the position be changed to Accounting Services Lead. Mr. Venenga reported that the proposed changes won't change the band and grade of the position.

Commissioners asked for clarification on what was changed.

The Finance Director discussed the changes that were made, the percentages of specific job duties that were changed, and noted that some tasks previously handled by this position were moved to Finance Director position. Mr. Venenga reported the position will now have more focus on elections.

Commissioners were supportive of the recommended job title and job duty changes.

Motion No Vote

Jim Elmquist, County Administrator

Labor Agreement with Teamsters Local 320 Assistant Attorneys

Included in the board packet was the tentative agreement with the Teamsters Assistant Attorneys Union for 2026-2028.

The Union members have voted and agreed with this contract.

A summary of changes includes the following:

- Article 15 PTO: remove STDL as policy is planned to sunset 12/31/25
- Article 16 Holidays: update Juneteenth language
- Add PFML language: employee and employer split premium 50/50
- Article 20 Wages: increase professional maintenance fee \$625 year 2026, \$650 year 2027 and \$675 year 2028
- Wage Scale: adjust to 3.5% spread between all steps and add 3% year 2026, 3.25% year 2027 and 3.25% year 2028

Motion by Allen seconded by Peterson to approve and authorize the Chair, County Administrator and Employee Relations Director to sign the proposed Labor Agreement with the Teamsters Local 320 Assistant Attorneys as recommended for 2026-2028.

Motion Adopted [Unanimous]

Personnel Agenda

The County Administrator presented the Personnel Agenda for the Board's consideration.

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

A. Administration

- A.1 Jean Allen - Taxpayer Services Director
Step increase from C41 step 4 \$37.76 to C41 step 3 \$38.90.
Effective Date: 9/22/25
- A.2 Juan Trejo - Custodian
Step increase from A13 step 5 \$21.12 to A13 step 4 \$21.76.
Effective Date: 11/29/25
- A.3 Accounting Services Lead - 1.0 FTE
Updated job description reviewed by Tessia Melvin at DDA.
Request authorization to post and fill vacancy.
Effective Date: 12/11/25

B. Environmental Services

- B.1 Lauren Cornelius - Environmental Services Director
Step increase from D63 step 7 \$56.65 to D63 step 6 \$58.34.
Effective Date: 12/01/25

C. Land Records

- C.1 Tasha Dahl - Recorder Office Supervisor
Authorization to hire at C42 step 11 \$35.69 to fill approved vacancy.
Effective Date: 12/15/25

D. Sheriff's Office

- D.1 Brady Kunkel - 911 Dispatcher
Step increase from B23 step 5 \$29.26 to B23 step 6 \$30.44.
Effective Date: 12/07/25

Motion Adopted [Unanimous]

Paul Kiltinen, County Attorney

Legal Update

The County Attorney was not available to provide the Board with a legal update.

Motion No Vote

Jim Elmquist, County Administrator

2026 Elected Salaries

As determined at a previous meeting, the following resolution reflects the board's wishes pertaining to 2026 elected salaries.

The recommendation is also for the per diem rate to stay the same as 2025.

Commissioner Tjosaas offered the following resolution (#2025-48), seconded by Commissioner Peterson:

WHEREAS, the Dodge County Board of Commissioners are responsible for setting the salaries of elected officials in the county including the County Board, County Board Chair, County Sheriff, and the County Attorney; and

WHEREAS, the Dodge County Board received requests from their elected officials and reviewed work responsibilities and salary information from other counties; and

WHEREAS, the Dodge County Board of Commissioners appreciates the work performed by its elected department heads in Dodge County; and

WHEREAS, the Dodge County Board also sets a per diem rate annually for all elected officials;

NOW THEREFORE BE IT RESOLVED, that the salaries and per diem rate of elected officials in Dodge County for 2026 are set as follows:

County Board	\$28,514
County Board Chair	\$29,029
County Attorney	\$68,352
County Sheriff	\$139,352
Per Diem:	\$80.00

Resolution Adopted [Unanimous]

**Approval of Settlement Agreement Relating to Steele County's Withdrawal from MN
Prairie County Alliance**

Mr. Elmquist reported that ever since Steele County announced its intent to separate from the MN Prairie County Alliance Human Services SDA agreement, there have been ongoing

conversations about reaching terms for Steele's departure. When the process of negotiating terms of an agreement ensued it was with the intent of what is presented to the Board today, a formal withdrawal from Steele County. After terms were reached, each County Attorney has presented a settlement agreement and proposed resolution for the Board's consideration.

The recommendation from staff is to approve the agreement which was included in the board packet for review. It was Mr. Elmquist's understanding both Steele and Waseca have approved this in their previous board meetings.

It was noted that any verbiage in resolution that refers to Attachment A will be removed from the resolution.

Commissioner Peterson stated that, in his opinion, item 3b of the agreement is bogus. He does not believe the Steele County is entitled to the additional funds that are being requested, noting that Steele County does not fully understand the budget process or the negative impact that a withdrawal from MN Prairie would have on both their citizens and the citizens of Dodge County. Commissioner Peterson further stated that he supports severing any remaining ties Dodge County has with Steele County as a result of this action.

Commissioner Tjosaas offered the following resolution (#2025-49), seconded by Commissioner Kenworthy:

**Approval of Settlement Agreement Relating to Steele County's Withdrawal from MN
Prairie County Alliance**

WHEREAS, the Dodge County Board of Commissioners entered into a joint powers agreement ("JPA") in May, 2014, with Waseca and Steele Counties to create the Minnesota Prairie County Alliance ("MN Prairie"); and

WHEREAS, since that time, MN Prairie has performed all essential human services programs and service delivery as mandated by state and federal law on behalf of Dodge, Steele and Waseca Counties; and

WHEREAS, Steele County has expressed a desire to depart from MN Prairie with the passage of Resolution No. 2025-017; and

WHEREAS, Steele County formally withdrew from MN Prairie with the passage of Resolution No. 2025-056; and

WHEREAS, Dodge and Waseca counties choose to engage with Steele County with the intent of finding an acceptable Settlement Agreement; and

WHEREAS, Dodge and Waseca Counties would like to remain under the original JPA dated and preserve MN Prairie; and

WHEREAS, it is within the best interest of MN Prairie to effectuate an orderly transition of services.

NOW, THEREFORE, BE IT RESOLVED, that the Dodge County Board of Commissioners do agree to the terms of the Settlement Agreement to this resolution.

BE IT FURTHER RESOLVED, that upon passage of this resolution, the County Administrator is authorized and directed to execute the Settlement Agreement and distribute the executed version, along with notice of Resolution 2025-49, to Waseca and Steele Counties, as well as the Executive Director of MN Prairie.

Adopted by the Dodge County Board of Commissioners on this 11th day of December 2025, being fully effective upon its adoption.

By and on behalf of the Dodge County Board of Commissioners.

Resolution Adopted [4 to 1]

**TH 57 - Trail Under TH 14
MnDOT Local Partnership Program Letter of Support**

Brandon Theobald, Consulting Engineer for the City of Kasson, sent a memo to the County Administrator requesting a letter of support for the TH 57 trail under TH 14 project in Kasson. The City of Kasson is applying for competitive funding to construct a trail along TH 57 under TH 14. A photo of the proposed improvements was included in the board packet for review.

It was noted that the improvements include constructing a trail to close a gap in the city's pedestrian system. The portion of the city south of TH14 is not connected to the rest of the city with a pedestrian facility.

As part of the application, they are submitting letters of support. The City of Kasson would like to include a letter from Dodge County to improve their application. Mr. Theobald drafted a proposed letter for our use if the County is interested in providing support. It was noted that a formal board resolution is also acceptable but not needed.

The deadline for submitting funding requests is December 17th, 2025 so the City of Kasson would need the letter before then.

Commissioner Kenworthy stated he is happy to see this and supports it.

Motion by Peterson seconded by Tjosaas to approve and authorize the Chair to sign a letter of support for the Kasson TH 57 Trail Connection Under TH 14 project as presented.

Motion Adopted [Unanimous]

Kevin Venenga, Finance Director

Bills Reviewed

Mr. Venenga reviewed bills with the Board.

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

01 Revenue Fund	\$ 54,948.37
13 Road and Bridge Fund	\$ 53,766.24
16 Environmental Quality Fund	\$ 124,597.94
41 Ditch Fund	<u>\$ 219.50</u>
Total	\$ 233,532.05

Motion Adopted [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 shared the following Public Health updates:

- 1) Dodge-Steele CHB update.
- 2) Federal ban on hemp products was a provision within the spending package ending the government shutdown. This provision would effectively ban hemp products containing more than .4 milligrams of THC - including lower-potency hemp edibles (LPHE). The ban will not be implemented for another year. OCM is proceeding with issuing licenses for the sale and manufacturing of LPHE.
- 3) UCare has informed Public Health that Medica will be taking on their Medicaid clients. Currently, that would be about 27 members on their client list. There are still a lot of unknowns, and more information is expected to be coming soon.
- 4) Transition of time tracking to align with new performance measures. The 2027 and 2028 LPH annual reports will be aligning with the new Foundational Public Health Responsibilities Framework. They are working internally on ways to track work so it will be easier to align with future reporting requirements.
- 5) County employee food drive collected 140 pounds in food and an undetermined amount in monetary donations. Food was split between Hayfield Community Food Pantry and SEMCAC Food Shelf.

Motion No Vote

Veteran Services Committee Report - Commissioner Rodney Peterson

Commissioner Peterson presented a summary of the Veteran Services Committee report and action items.

Request to Accept Veteran Services Donations

Peter Stuart donated mileage reimbursement in the amount of \$60.93 and \$60.92 to the Veteran Services Department.

The Veteran Services Director is requesting authorization to accept the donations.

Commissioner Peterson offered the following resolution (#2025-51), seconded by Commissioner Allen:

WHEREAS, the Dodge County Veterans Services Office from time to time receives donations from individuals and/or organizations; and

WHEREAS, the Dodge County Veterans Services Office wishes to accept these donations and utilize them towards the operating expenses of the veterans vehicle service; and

WHEREAS, pursuant to Minnesota Statute 465.03, the county shall by resolution of the governing body adopt by a two-thirds majority of its members accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor.

NOW THEREFORE BE IT RESOLVED, that the Dodge County Board of Commissioners hereby accept the following donations to be used towards the operating expenses of the veteran vehicle service.

Peter Stuart donation in the amount of \$60.93

Peter Stuart donation in the amount of \$60.92

Resolution Adopted [Unanimous]

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 attended a SEMREX meeting and a Board of Adjustment meeting. Commissioner Kenworthy attended a Fairview Care Center meeting, an AMC conference, a SECB Steering Committee meeting, a SEEMS meeting, a Workforce Development meeting, a Public Health Committee meeting and a Board of Appeals hearing. Commissioner Peterson attended a SCHSAC Board meeting, a Support for Mental Health Workgroup meeting, a Human Services Performance Council meeting, a State Advisory/Council on Mental Health, a FPHR Workgroup meeting and a SEMMCHRA Special session on Interviews. Commissioner Tjosaas attended a virtual MNPrairie Personnel meeting and a Semcac meeting. Commissioner Toquam attended a MNPrairie Policy Committee meeting, a SCHA Legislative luncheon, a SCHA Joint Powers Board meeting, a Township Officers meeting, an AMC Conference, a SCHA dinner, a Board of Adjustments meeting and a meeting with the Fairview Care Center Administrator.

Motion No Vote

There were no Other Deferred Business items to discuss.

Motion No Vote

Jim Elmquist, County Administrator**2026 TNT Budget Hearing**

Mr. Elmquist reported that there will be a public hearing tonight at 6:00 p.m. regarding the preliminary budget which was adopted in September and represents a levy increase of 6.9% over the total 2025 levy. This levy is what was presented on the TNT notices mailed to residents a few weeks ago. This preliminary levy represents a total net levy of \$19,187,888. The total budget represented at this TNT meeting is \$39,126,718.

Ryan DeCook was available to answer questions from the public if needed. There were no members of the public in attendance.

The County Administrator noted that it is understood that after this hearing, the Finance Director will come forward with a recommendation for a levy that is less than what was presented at TNT meeting tonight. This will reflect a levy that the Board discussed at the last meeting.

Motion by Peterson seconded by Tjosaas to open the 2026 Truth in Taxation Budget hearing at 6:05 p.m.

There were no members of the public present at the meeting.

Motion Adopted [Unanimous]

Truth in Taxation Public Hearing Closed

Motion by Allen seconded by Kenworthy to close the Truth in Taxation Public Hearing at 6:06 p.m.

Motion Adopted [Unanimous]

Kevin Venenga, Finance Director**2026 Certified Budget Resolution**

The Finance Director reported that the budget submitted for the Board's review and consideration is a 5.7% levy increase from 2026, which is a 2.1% decrease from the 6.9% preliminary levy used for the TNT notices.

Mr. Venenga requested that the Board provide any feedback or comments for further change to the proposed budget.

Commissioner Peterson offered the following resolution (#2025-50), seconded by Commissioner Kenworthy:

WHEREAS, Minnesota Statute 275.07 requires the County Board to certify the final budget to the County Finance Director (Auditor) each year; and

WHEREAS, the Dodge County Board of Commissioners, department heads and staff have conducted a lengthy and detailed budget process; and

WHEREAS, the County Board considered all funding requests, correspondence and information submitted during the budget development process and said proposed budget represents the best efforts to provide sound financial management and planning for Dodge County.

NOW THEREFORE BE IT RESOLVED, that the Dodge County Board of Commissioners approves the following 2026 budget totaling \$39,264,617. The 2026 expenditures, revenues and levy requests by fund are detailed below:

Fund	2026 Expenditure	2026 Revenues/ Fund Balance	2026 Gross Tax Levy
Revenue	\$ 18,742,988	\$ 5,939,912	\$ 12,803,076
EDA/HRA	\$ 33,040	\$ 0	\$ 33,040
Environmental Quality	\$ 2,416,315	\$ 2,267,084	\$ 149,231
Highway	\$ 13,336,448	\$ 10,860,800	\$ 2,475,648
Human Services	\$ 3,745,624	\$ 100,000	\$ 3,645,624
GO Debt Fund	\$ 990,202	\$ 0	\$ 990,202
TOTALS	\$39,264,617	\$ 19,167,796	\$ 20,096,821
		County Program Aid	\$ 1,129,585
		Final Net Tax Levy	\$ 18,967,236

Resolution Adopted [Unanimous]

Adjourn

Meeting Adjourned

Motion by Peterson seconded by Tjosaas to adjourn the meeting at 6:18 p.m.

The next meeting of the Dodge County Board of Commissioners will be held on December 23, 2025 at 5:00 p.m.

Motion Adopted [Unanimous]

MANTORVILLE FIRE DEPARTMENT

January 2026 General Meeting

Call to Order:

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

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

Chief's Report:

- Thank you, past officers for their services
- Thank you to Tom Paulson for the gravel - Thanks you card sent around for signatures
- Roger past tasks, looking at reassignment
- Talked about notification and text messages, agreed to drop the texting
- Truck Unplug Messages - Paul, JJ, Duke, Joey
- Discussion on the Deputy Chief Position - Motion by Nate S to keep for one year, Scott seconded, motion passed
- Budget numbers discussed for 2026
- Grass rig - truck fund after audit will be around \$108,000
- Turnout gear/FF PPE covers head to toe, not just coat and pants.
- Officers will review SOG's on hold until when more attendees are available
- New accountability board sent around - tags to be issued for those missing, Chief to get replacements
- Training nights discussed making them more comprehensive
- Drill follow-up, make sure items are returned such as the wet-suits
- Chief will be going to City Council meeting next month for floor drain repairs
- Region 15 Report Training - looking at having a session here
- New gas cards from the city from Wex
- KM Wrestling January 23 military/first responder night - Troy and Ryan, more welcome
- Elementary PTA - Annual Family Bingo night prize - ride to school - will participate

Assistant Chief:

- Thanked members for the opportunity
- New gloves ordered
- 3 sets of gear to be ordered

Deputy Chief:

- Retirement plaques ordered - showing up by 1/20/26.

Fire Marshall:

- Nothing to report

Training Officer:

- HAZMAT - for January

Equipment:

- Agreed to give retirees highest level of helmet for 20+ years of service
- Motion to move to traditional helmets by Annabelle, Orion seconded - discussion, motion approved- quotes to be secured
- 3 sets of boots, one white helmet to be ordered
- One Mustang suit has 4 buttons/snaps pulled through - approach relief
- SCBA tanks to be hydrotested week of 19th

Vehicles:

- Betsy- In our Shed -
- Pumper 1-
- Pumper 2 -
- Chevy Pick Up -
- Tanker 1 -
- Tanker 2 -
- Grass Rig -
- Rescue Truck -

First Responder's:

- SEEMS next 3 months
- New defib pads ordered
- Securing more Narcan, SEEMS directed me to DCPH - will be sending
- Please do not drive by the hall to go to calls

Treasurer

- \$3486.69
- Motions made by Nate B, 2nd Duke to approve bills
 - Motion passes

New Business:

- Captain helmets discussed but put on hold for now
- Congratulations to Orion for being a father

Old Business:

- None

Active Committees:

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

Point Report:

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

Calendar:

- January 14-15th - Gambling Seminar - Roseville, MN (Brett & Troy)
- January 23rd 19:00 - KM Wrestling (Ryan and Troy)
- January 28th 1:00 - MN Traffic Incident Training - MN Dot Rochester
- February 4th
 - 1830 Maintenance
 - 1900 Lunch (Ryan & Orion)
 - 1930 Meeting
- February 11th 18:30 - Medical
- February 18th 18:30 - Fire-Rescue
- February 20th 18:00 - Don's retirement (Saloon)
- January 31st -17:30 Annual meeting (Hubble)

Meeting Adjourned at 20:40

**City of Mantorville
Regular City Council Minutes
December 8, 2025**



1. Call to Order

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

Present: Mayor Jeff Ingalls

Councilmembers:
Lynnette Nash
Lyle Hoaglund
Kim Boyum
Jim Potter

Others Present: Deputy City Clerk Wendy Siewert
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

No changes

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

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

Motion carried: 5 ayes / 0 nays

5. **Proclamations, Presentations and Recognitions**

- A. Mayor Ingalls recognized Leila Galloway for her success at the State Powerlifting Competition in November 2025.

6. **Public Concerns**

- A. James Jenks, a former member of the council and park board, residing at 920 Chestnut approached the council with his thoughts on the preliminary percentage increase of 13%. James was a little upset, but kept his cool even though he thought it seemed ludicrous.

Mayor Jeff Ingalls informed James that preliminary amounts are a maximum and that they were not doing that. It is a requirement of the county to turn in the highest numbers.

7. **Public Safety Update**

- A. From the Fire Department, Assistant Fire Chief Don Hofstad attending for Chief, as she was not able to come. As of the first of the year, the Fire Department's recommendations for new officers were in our November meeting minutes, with one change. For 2026, effective January 1, serving a two-year term, the following are the recommendations to the council for their approval:

Fire Chief..... Paul Lushinski
 Assistant Fire Chief..... Ryan Jech
 Fire Marshall..... Kyle Johnson
 Training Officer Orion Hardwick
 Equipment Nate Burgess
 Vehicle Captain..... Joey Lawrence

First Responder Troy Stafford
Treasurer Brett Skoog
Secretary Troy Stafford (instead of Nate Suhr)

Councilmember Hoaglund moved and Councilmember Potter seconded to approve the new Roster of Officers.

Motion carried: 5 ayes / 0 nays

Assistant Fire Chief Don Hofstad presented his retirement after 23 years. Anika Hofstad tendered her resignation to pursue her career in EMS.

Councilmember Potter moved and Councilmember Boyum seconded to accept the retirement and resignations of Don Hofstad and Anika Hofstad.

Motion carried: 5 ayes / 0 nays

8. Public Hearings

No items.

9. New Business

- A. Brandon Kester gives an annexation update. He attended the last township meeting and from that he gathered, they are not willing to do anything unless they are forced to. Brandon said he can pay for either the septic or the city connection, but not if they are annexed in five years down the road. Right now, they need to make a decision or get an extension. The city is willing to annex them even if it's an unfriendly one. Without a plan, Brandon is worried they may have to pay for the septic. Mayor Jeff Ingalls told Brandon the only thing we can promise is that we would like to discuss with the attorney first. Council is suggesting he put in an Application to Annex and an Application to Connect with the sewer that way you have something in writing. Brandon may also want to let the township know that you want to connect to the city. To be discussed more at next meeting.
- B. Possible stop signs at the intersection of 8th Street East and Blanch Street on the north and south sides. Wendy Siewert is sending postcards out to the neighboring properties to invite them to the next two council meetings to get everyone's input. Wendy will add it on Facebook too.

Councilmember Nash moved and Councilmember Potter second to table the discussion of Stop Signs.

Motion Carried: 5 ayes / 0 nays

- C. Truth and taxation meeting and public input on the final general budget and levy for 2026.

Councilmember Potter moved and Councilmember Hoaglund second for 5% levy increase.

Motion Carried: 5 ayes / 0 nays

Councilmember Hoaglund moved and Councilmember Potter second to adopt Resolution 2025-43 Adopting the Final Tax Levy Collectible in the Year 2026.

Motion Carried: 5 ayes / 0 nays

Councilmember Potter moved and Councilmember Hoaglund motioned to approve Resolution 2025-44 Setting the Monthly Water and Sewer Rates for Year 2026 for 3% increase.

Motion Carried: 5 ayes / 0 nays

Councilmember Nash moved and Councilmember Boyum second to approve Enterprise Budgets for 2026.

Motion Carried: 5 ayes / 0 nays

10. Old Business

- A. Property at 101 5th Street East to be discussed at the next meeting.

11. Tabled Items

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

12. Reports

A. Public Works Report

- Matt Wohlenhaus and his family and Don Hofstad worked on the ice rink to get it ready in the cold weather. Lighting is working and looks great on the rink.

B. City Clerk Report

No items.

C. Consultant Report

No Items.

D. Committee Reports

- Chamber – The Old Fashion Christmas joint effort with Mantorville and Kasson was a huge success. Each business needs to do their own advertising. Matt Wohlenhaus shared with Lynette Nash that any snow blowing done on someone else's property, it is considered a littering offense.
- EDA – We need to hold CEDA accountable in getting more grants done.
- Joint Powers meets January 29.
- MRA – next meeting is December 9.
- Park Board – Discussions focused more on the ice rink and finalizing the budget. Next year we are going to add a line item to the agenda to look at the budget each meeting.
- Township meeting – Kasson Fire Department is looking for a new truck, it was discussed that they might ask the township for contributions.
- Decorations – the lights on the Main Street is now working, it was a fuse that needed to be fixed. The planters have a cup with MN on them that will stay in the planters all year.

E. Councilmember Reports

Glow parade was nice. The community page had comments about how beautiful their hometown looks from those that used to live here.

F. Mayor's Report

No Items.

13. Executive session

Motion was made by Councilmember Hoaglund and seconded by Councilmember Potter to go into a Closed Session for staff evaluations at 7:56pm.

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

Motion was made by Councilmember Potter and seconded by Councilmember Boyum to end the Executive Sessions at 8:26pm.

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

Motion was made by Councilmember Nash and seconded by Councilmember Hoagland for Joe Adams to receive Cola plus 1.25%, Wade Schroeder to receive Cola plus 1.25%, Wendy Siewert to receive Cola plus 1.25%, and Gretchen Lohrbach to receive Cola until an eval can be done with her available. Any increases coming from that will be back dated.

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

14. Adjourn

Motion was made by Councilmember Potter and seconded by Councilmember Boyum to adjourn the meeting at 8:27pm.

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

Gretchen Lohrbach
City Clerk-Treasurer

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION 2026-01

**A RESOLUTION CONCURRING WITH THE ISSUANCE OF
A GAMBLING PREMISES PERMIT APPLICATION
FOR MANTORVILLE FIRE RELIEF
AT 501 MAIN STREET NORTH, MANTORVILLE**

WHEREAS, the Mantorville Fire Relief has submitted an application to the City of Mantorville for approval of a Premises Permit Application to conduct lawful gambling at the Mantorville Saloon, 501 Main Street North, Mantorville; and

WHEREAS, it has been demonstrated that the organization is collecting gambling monies for lawful purposes; and

WHEREAS, the City has no objection to said activity.

NOW, THEREFORE, BE IT RESOLVED that the Mantorville City Council hereby concurs with the issuance of a Premises Permit Application by the Gambling Control Board to Mantorville Fire Relief for lawful gambling activities to be conducted at the Mantorville Saloon, 501 Main Street North, Mantorville, Minnesota, and hereby waives the 30-day waiting period.

Adopted by the City Council of the City of Mantorville, Minnesota, this 12th day of January, 2026.

ATTEST:

Jeffrey Ingalls, Mayor

Gretchen Lohrbach, City Clerk-Treasurer

MINNESOTA LAWFUL GAMBLING
LG214 Premises Permit Application

6/15 Page 1 of 2

Annual Fee \$150 (NON-REFUNDABLE)

REQUIRED ATTACHMENTS TO LG214

1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity**.
2. \$150 annual premises permit fee, for each permit (non-refundable). Make check payable to "**State of Minnesota**."

Mail the application and required attachments to:
Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions? Call 651-539-1900 and ask for Licensing.

ORGANIZATION INFORMATION

Organization Name: Mantorville Fire Relief License Number: X-05638
Chief Executive Officer (CEO) Troy Stafford Daytime Phone: _____
Gambling Manager: Brett Skoog Daytime Phone: _____

GAMBLING PREMISES INFORMATION

Current name of site where gambling will be conducted: Mantorville Saloon
List any previous names for this location:

Street address where premises is located: 501 N Main ST
(Do not use a P.O. box number or mailing address.)

City: Mantorville OR Township: _____ County: Dodge Zip Code: 55955

Does your organization own the building where the gambling will be conducted?

☐ Yes ☒ No If no, attach LG215 Lease for Lawful Gambling Activity.

A lease is not required if only a raffle will be conducted.

Is any other organization conducting gambling at this site? ☐ Yes ☐ No ☐ Don't know

Note: Bar bingo can only be conducted at a site where another form of lawful gambling is being conducted by the applying organization or another permitted organization. Electronic games can only be conducted at a site where paper pull-tabs are played.

Has your organization previously conducted gambling at this site? ☐ Yes ☒ No ☐ Don't know

GAMBLING BANK ACCOUNT INFORMATION; MUST BE IN MINNESOTA

Bank Name: _____ Bank Account Number: _____
Bank Street Address: _____ City: _____ State: _____ Zip Code: _____

ALL TEMPORARY AND PERMANENT OFF-SITE STORAGE SPACES

Address (Do not use a P.O. box number): 21 5th ST E City: Mantorville State: MN Zip Code: 55955

ACKNOWLEDGMENT BY LOCAL UNIT OF GOVERNMENT: APPROVAL BY RESOLUTION

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
City Name: <u>City of Mankato</u>	County Name: _____
Date Approved by City Council: _____	Date Approved by County Board: _____
Resolution Number: <u>2026-01</u> (If none, attach meeting minutes.)	Resolution Number: _____ (If none, attach meeting minutes.)
Signature of City Personnel: _____ _____	Signature of County Personnel: _____ _____
Title: _____ Date Signed: _____	Title: _____ Date Signed: _____
Local unit of government must sign.	TOWNSHIP NAME: _____ Complete below only if required by the county. On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.) Print Township Name: _____ Signature of Township Officer: _____ Title: _____ Date Signed: _____

ACKNOWLEDGMENT AND OATH

- | | |
|--|---|
| <ol style="list-style-type: none"> 1. I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises. 2. The Board and its agents, and the commissioners of revenue and public safety and their agents, are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law. 3. I have read this application and all information submitted to the Board is true, accurate, and complete. 4. All required information has been fully disclosed. 5. I am the chief executive officer of the organization. | <ol style="list-style-type: none"> 6. I assume full responsibility for the fair and lawful operation of all activities to be conducted. 7. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them. 8. Any changes in application information will be submitted to the Board no later than ten days after the change has taken effect. 9. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license. 10. I understand the fee is non-refundable regardless of license approval/denial. |
|--|---|
- Signature of Chief Executive Officer (designee may not sign)**

12-23-25
Date

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application. Your organization's name and address will be public

information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information;

Minnesota's Department of Public Safety, Attorney General, Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format, i.e. large print, braille, upon request.

An equal opportunity employer

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION NO. 2026-02

**A RESOLUTION APPROVING NON-WAIVER OF
STATUTORY TORT LIABILITY LIMITS**

WHEREAS, the City of Mantorville is renewing the Property and Liability Insurance coverage with the League of Minnesota Cities Insurance Trust (LMCIT); and

WHEREAS, the City's Municipal Tort Liability is covered under Minnesota Statute 466.04, which limits the amount that the City would be obligated to pay out in the event of a claim under which the limit would apply; and

WHEREAS, the City must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased.

NOW THEREFORE, BE IT RESOLVED that the Mantorville City Council does not waive the monetary limits on Municipal Tort Liability established by Minnesota Statute 466.04 for coverage year 2026.

Adopted by the City Council of the City of Mantorville, Minnesota, this 12th Day of January, 2026.

ATTEST:

Jeffrey Ingalls
Mayor

Gretchen Lohrbach
City Clerk-Treasurer

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION NO. 2023-03

**A RESOLUTION APPROVING CITY
DESIGNATIONS FOR 2025**

WHEREAS, the City of Mantorville is required to appoint certain designations for consultants and agents at the beginning of each year; and

WHEREAS, designations for 2026 are as follows:

City Attorney	Scott Riggs Kennedy & Graven, Chartered
City Engineer	Scott Huneke WHKS & Company
City Prosecutor	David Jacobsen Jacobsen Law Firm
City Auditor	Smith Schafer & Associates
Building Inspector	Construction Management Services (CMS)
City Insurance Agent	Lynn Boynton Insurance Brokers of Minnesota
Banking and Investments	MBT Bank of Mantorville & 4M Fund
City Municipal Advisor	Mike Bubany David Drown Associates, Inc.
City Newspaper	Dodge Media dba Dodge County Independent

NOW THEREFORE, BE IT RESOLVED that the Mantorville City Council approves the designations for 2026 as listed above.

Adopted by the City Council of the City of Mantorville, Minnesota, this 12th Day of January, 2026.

ATTEST:

Jeffrey Ingalls
Mayor

Gretchen Lohrbach
City Clerk-Treasurer

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION NO. 2026-04

**A RESOLUTION DESIGNATING OFFICIAL DEPOSITORIES
FOR THE CITY OF MANTORVILLE, MINNESOTA**

WHEREAS, Minnesota Statute Chapter 118A, specifically 118A.01-118A.08, sets forth the procedures for the deposit of public funds and it is necessary for the Mantorville City Council to designate a bank as the official depositor for City funds and manage the collateral pledged to such funds; and

NOW THEREFORE, BE IT RESOLVED that the Mantorville City Council designates MBT Bank of Mantorville as the official depository for the City of Mantorville and 4M Fund designated as the supplemental depository for investment purposes.

BE IT FURTHER RESOLVED, that before any deposits are made that exceed the amount that is guaranteed by the Federal Deposit Insurance Corporation (FDIC), or if the depository is not an FDIC member, the depository must supply to the City a corporate surety bond in the amount required by law or, in lieu of the surety bond, pledge collateral in the manner and to the extent required and permitted by Minnesota State Chapter 118A.

BE IT FURTHER RESOLVED, that checks of the City drawn on any of the official depositories shall be signed by the following officers:

Jeffrey Ingalls, Mayor
Gretchen Lohrbach, City Clerk-Treasurer

BE IT FURTHER RESOLVED, that the Treasurer shall have authority to wire transfer funds from one official depository to another for the purpose of accounts payable and investing City funds; and

BE IT FURTHER RESOLVED, that the Treasurer has the approved authority for the acceptance and release of all collateral to be held in the City in conjunction with City funds on deposit with authorized institutions.

Adopted by the City Council of the City of Mantorville, Minnesota, this 12th day of January 2026.

ATTEST:

Jeffrey Ingalls
Mayor

Gretchen Lohrbach
City Clerk-Treasurer

**ASSESSMENT AGREEMENT
BETWEEN
THE City of Mantorville AND DODGE COUNTY**

THIS AGREEMENT is made and entered into by and between the **City of Mantorville** and the **COUNTY OF DODGE**, State of Minnesota, this 11th day of December 2025.

WHEREAS, the City of Mantorville wishes to abolish the office of Local Assessor and enter into an agreement with the **COUNTY OF DODGE** to provide for the assessment of the property in said City by the County Assessor for the calendar year 2026;

WHEREAS, it is the wish of Dodge County to cooperate with said City to provide for a fair and equitable assessment of property;

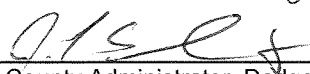
NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS HEREIN CONTAINED, IT IS AGREED AS FOLLOWS;

1. That the City of Mantorville, which lies within the boundaries of Dodge County, constitutes a separate assessment district, shall have its property assessed by the County Assessor of Dodge County for the assessment year 2026.

2. It is further agreed that the office of local assessor of the City of Mantorville is hereby abolished pursuant to the approval of the agreement, which shall be until December 31, 2026.

3. In consideration for said assessment services, the City of Mantorville agrees to pay Dodge County the sum of \$6,610.00, such payment to be made payable to Dodge County on or before February 27, 2026.

IN WITNESS WHEREOF, the parties have executed this agreement this 12th day of January 2026.

	
City Clerk, City of Mantorville	Chair, Dodge County Board of Commissioners
	
Mayor, City of Mantorville	County Administrator, Dodge County
	12/11/25
Date	Date

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION 2026-05

**A RESOLUTION RENEWING THE ON SALE AND SUNDAY SALES
INTOXICATING LIQUOR LICENSE FOR HUBBELL ENTERPRISES LLC
DBA HUBBELL HOUSE AT 502 NORTH MAIN STREET,
MANTORVILLE, MINNESOTA**

WHEREAS, Hubbell Enterprises LLC (Applicant) dba Hubbell House has submitted a renewal application for the issuance of an On Sale and Sunday Sales Intoxicating Liquor License at 502 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 Hubbell Enterprises LLC dba Hubbell House at 502 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:

Hubbell Enterprises LLC
dba Hubbell House
502 North Main Street
Mantorville, Minnesota 55955

Adopted by the City Council of the City of Mantorville, Minnesota, this 12th day of January, 2026.

ATTEST:

Jeffrey 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: 75783
Issuing Authority: Mantorville
Licensee Name: Hubbell Enterprises LLC
Trade Name: Hubbell House
Address: 502 N Main St
Mantorville, MN 55955
Business Phone: 507-635-2331
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: Suzanne Lee DOB: _____ SSN: _____ Date: 12/2/2025
(Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/Auditor Signature: [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: [Signature] Date: _____
County Board issued licenses only (Signature certifies licensee is eligible for license).

Police/Sheriff Signature: [Signature] Date: 12/18/28
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:

N/A

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

N/A

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):

N/A

Report below details involving any license rejections or revocations:

N/A

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: \$ 2500 Sunday License fee: \$ 200 3.2% On Sale fee: \$ _____ 3.2% Off Sale fee: \$ _____

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

Business Trade Name Hubbell House Business Address 502 main street NW City Mantorville

Zip Code 55955 County Dodge Business Phone 507-635-2331 Home Phone _____

Home Address _____ City _____

Licensee's Federal Tax ID # 87-0970430 Licensee's MN Tax ID# 7876375
(To apply call IRS 800-839-4933)

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

Joseph Richard Powers
Partner/Officer Name (First Middle Last) DOB _____ Social Security # _____ Home Address _____

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:

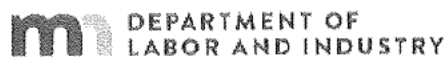
Workers Compensation Insurance Company Name: Auto Owners Insurance Policy # _____

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 [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)	Business telephone number 507-635-2331	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.) Hubbell Enterprises LLC			
DBA ("doing business as" or "also known as" an assumed name), if applicable The Hubbell House			
Business address (must be physical street address, no P.O. boxes) 502 main street nw	City Mantorville	State mn	ZIP code 55955
County Dodge 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)

Auto Owners Insurance

Policy number

Effective date

01-01-26

Expiration date

01-01-27

☐ 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

Sue Lee

Applicant signature (required)

Sue Lee

Title

CFO

Date

12/2/25

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

Certificate of Compliance MN Workers' Compensation Law 8.1.2024

City Mantorville
Date 12/1/2025 thru 12/31/2025

<u>Agency</u>	<u>Incident_Nr</u>	<u>Location</u>	<u>LocCity</u>	<u>Activity</u>
S	202500009152	1105 7th St W	Mantorville	Burning Permit
S	202500009393	1109 7th St W	Mantorville	Ambulance Run
S	202500009280	10blk 5th St E	Mantorville	Parking Violations
S	202500009251	203 Bergmann Dr	Mantorville	Ambulance Run
S	202500009160	22 6th St E	Mantorville	Permit To Purchase
S	202500009293	22 6th St E	Mantorville	Permit To Purchase
S	202500009381	22 6th St E	Mantorville	Permit To Purchase
S	202500009508	22 6th St E	Mantorville	Permit To Purchase
S	202500009510	22 6th St E	Mantorville	Permit To Purchase
S	202500009672	22 6th St E	Mantorville	Permit To Purchase
S	202500009815	22 6th St E	Mantorville	Permit To Purchase
S	202500009822	22 6th St E	Mantorville	Permit To Purchase
S	202500009128	22 6th St E	Mantorville	Admin. Stats Only
S	202500009129	22 6th St E	Mantorville	Admin. Stats Only
S	202500009130	22 6th St E	Mantorville	Admin. Stats Only
S	202500009138	22 6th St E	Mantorville	Admin. Stats Only
S	202500009143	22 6th St E	Mantorville	Admin. Stats Only
S	202500009199	22 6th St E	Mantorville	Admin. Stats Only
S	202500009200	22 6th St E	Mantorville	Admin. Stats Only
S	202500009207	22 6th St E	Mantorville	Admin. Stats Only
S	202500009208	22 6th St E	Mantorville	Admin. Stats Only
S	202500009210	22 6th St E	Mantorville	Admin. Stats Only
S	202500009230	22 6th St E	Mantorville	Admin. Stats Only
S	202500009231	22 6th St E	Mantorville	Admin. Stats Only
S	202500009234	22 6th St E	Mantorville	Admin. Stats Only
S	202500009241	22 6th St E	Mantorville	Admin. Stats Only
S	202500009294	22 6th St E	Mantorville	Admin. Stats Only
S	202500009297	22 6th St E	Mantorville	Admin. Stats Only
S	202500009387	22 6th St E	Mantorville	Admin. Stats Only
S	202500009439	22 6th St E	Mantorville	Admin. Stats Only
S	202500009440	22 6th St E	Mantorville	Admin. Stats Only
S	202500009443	22 6th St E	Mantorville	Admin. Stats Only
S	202500009444	22 6th St E	Mantorville	Admin. Stats Only
S	202500009446	22 6th St E	Mantorville	Admin. Stats Only
S	202500009448	22 6th St E	Mantorville	Admin. Stats Only
S	202500009460	22 6th St E	Mantorville	Admin. Stats Only
S	202500009463	22 6th St E	Mantorville	Admin. Stats Only
S	202500009466	22 6th St E	Mantorville	Admin. Stats Only
S	202500009468	22 6th St E	Mantorville	Admin. Stats Only
S	202500009475	22 6th St E	Mantorville	Admin. Stats Only
S	202500009514	22 6th St E	Mantorville	Admin. Stats Only
S	202500009518	22 6th St E	Mantorville	Admin. Stats Only
S	202500009568	22 6th St E	Mantorville	Admin. Stats Only
S	202500009576	22 6th St E	Mantorville	Admin. Stats Only
S	202500009654	22 6th St E	Mantorville	Admin. Stats Only
S	202500009671	22 6th St E	Mantorville	Admin. Stats Only
S	202500009696	22 6th St E	Mantorville	Admin. Stats Only
S	202500009697	22 6th St E	Mantorville	Admin. Stats Only
S	202500009725	22 6th St E	Mantorville	Admin. Stats Only
S	202500009726	22 6th St E	Mantorville	Admin. Stats Only
S	202500009730	22 6th St E	Mantorville	Admin. Stats Only
S	202500009795	22 6th St E	Mantorville	Admin. Stats Only
S	202500009801	22 6th St E	Mantorville	Admin. Stats Only
S	202500009824	22 6th St E	Mantorville	Permit To Purchase
S	202500009802	22 6th St E	Mantorville	Admin. Stats Only
S	202500009803	22 6th St E	Mantorville	Admin. Stats Only
S	202500009827	22 6th St E	Mantorville	Admin. Stats Only
S	202500009268	22 6th St E	Mantorville	Public Assist
S	202500009474	22 6th St E	Mantorville	Violate/cond-release

City **Mantorville**
 Date **12/1/2025** thru **12/31/2025**

<u>Agency</u>	<u>Incident_Nr</u>	<u>Location</u>	<u>LocCity</u>	<u>Activity</u>
S	202500009744	22 6th St E	Mantorville	Public Assist
K	202500004543	22 6th St E	Mantorville	TeST Only-No Resp Needed
S	202500009559	22 6th St E	Mantorville	TeST Only-No Resp Needed
S	202500009198	22 6th St E	Mantorville	Alarm
K	202500004759	22 6th St E	Mantorville	CHILD PROTECTION INTAKE
S	202500009743	220 3rd St W	Mantorville	Ambulance Run
S	202500009738	220 3rd St W	Mantorville	Burglary
S	202500009492	21 5th St E	Mantorville	Suspicious Activity
S	202500009204	21 5th St E	Mantorville	Paper Service
S	202500009205	21 5th St W	Mantorville	Paper Service
S	202500009858	320 Main St N	Mantorville	Traffic
S	202500009192	321 Walnut St	Mantorville	Public Hazard
S	202500009359	321 Main St N	Mantorville	Suspicious Activity
S	202500009627	502 Main St N	Mantorville	Disturbance
K	202500004755	408 6th St W	Mantorville	Assist Other Agency
S	202500009497	408 6th St W	Mantorville	Person In Crisis
S	202500009344	531 Main St N	Mantorville	Harassment O.f.p.
S	202500009661	598 Cemetery Rd	Mantorville	Motorist Assist
S	202500009217	507 9th St W	Mantorville	Miscellaneous
S	202500009415	605 Clay St	Mantorville	Person In Crisis
S	202500009290	605 Clay St	Mantorville	Welfare Check
S	202500009308	606 Washington St	Mantorville	Animal Comp
S	202500009309	614 Walnut St	Mantorville	Harassment
S	202500009165	803 Chestnut St	Mantorville	Ambulance Run
S	202500009202	721 Main St N	Mantorville	Paper Service
S	202500009226	802 Main St N	Mantorville	Found Animals
S	202500009692	809 Jefferson St	Mantorville	9-1-1 Hang Up Call
S	202500009591	809 Chestnut St	Mantorville	Ambulance Run
S	202500009305	905 Jefferson St	Mantorville	Ambulance Run
S	202500009413	909 Walnut St	Mantorville	Animal Comp
Total		89		

Category	Option	 Estimated Price	Include in total price?	Comments
Equipment	Foam setup	\$1,500.00	Yes	Some cheaper options, just a budgetary number
Extras	Lights and sirens decals	\$9,000.00	Yes	For new crew truck
Extras	Toolbox for new pickup	\$1,500.00	Yes	For new crew truck
Extras	Toolbox	\$1,500.00	No	New toolbox for old truck - Included in the flatbed price
Pickup bed	Aluminum flatbed with 3 semi custom storage compartments	\$10,000.00	Yes	Aluminum to save weight and offer easier access to tools and storage. Pricing includes 3 large buyers type toolboxes of various sizes.
Pickup Purchase	New Pickup for Crew Transport	\$65,000.00	Yes	New crew rig, pricing for government estimated
Pump Setup	Upgrade tank size, leave system similar	\$1,500.00	No	Option if we need to go cheap
Pump Setup	Complete new skid unit or pump/tank setup with larger tank	\$15,000.00	Yes	Budgetary, see some for around 12k depening on wants/needs
Suspension	Refresh with HD springs and/or air bags or similar	\$2,000.00	Yes	Better support higher constant payload
Suspension	Lift with bigger tires and wheels	\$6,000.00	Yes	Better ground clearance and ability to reach areas off road
Equipment	Additional equipment	\$10,000.00	Yes	
Total of included options		\$120,000.00		

Category	Option	 Estimated Price	Include in total price?	Comments
Equipment	Foam setup	\$2,000.00	Yes	
Extras	Lights and sirens decals	\$9,000.00	Yes	For new truck
Extras	Toolboxes for new pickup	\$4,000.00	Yes	Boxes on flat bed and other storage/mounts
Extras	Toolbox	\$1,500.00	Yes	New toolbox for old truck
Pickup bed	Aluminum flatbed with 3 semi custom storage compartments	\$10,000.00	Yes	Aluminum to save weight and offer easier access to tools and storage.
Pickup Purchase	New/Used F450 or similar	\$65,000.00	Yes	There are some new trucks out there for around this price
Pump Setup	Complete new skid unit or pump/tank setup with larger tank	\$16,000.00	Yes	
Equipment	Equipment	\$10,000.00	Yes	
Single wheel conversion	Tires	\$2,500.00	Yes	
Single wheel conversion	Convert a dually to super singles includes suspension, wheels, tires, bumper, etc. Doesn't include installation. High capacity 40" tires	\$23,000.00	No	Option if we decided to find a used/new dually and want to convert it to super singles, this is with large MPT high load tires (price included) and suspension components.
Single wheel conversion	This is with 38" LT rated tires, wheels, NFPA running boards, Fender flares, winch bumper,	\$10,000.00	Yes	This is with 38" LT rated tires, wheels, NFPA running boards, Fender flares, etc. LT Tires are max ~4200 lb capacity each.
Total of included options		\$130,000.00		

Category	Option	 Estimated Price	Include in total price?	Comments
Truck Purchase	Complete outfitted brush truck	\$200,000.00	Yes	Current pricing
Extras	Lights and sirens decals	\$10,000.00	Yes	
Equipment	Additional equipment	\$10,000.00	Yes	
Total of included options		\$220,000.00		

Fire Contracts Calculations 2022 - for 2023 through 2025 renewals

Numbers are based on the average of the previous 2 years Audited Financial Report plus the current years budget

Total Average Fire Department Budget 3 Years	\$120,300	
Less Projected Fire Call Fees	(\$500)	
Less Projected 2% Money		Removed when calculating average below Pension is now with PERA; does not apply
FD Portion Property LMCIT Insurance	\$4,066	
Adjusted Actual Expenses	\$123,866	
# City Addresses	497	Address counts from Fire Dept address list database
# Mantorville Township Addresses	567	and updated 09.15.22.
# Milton Township Addresses	84	Some addresses removed; County no longer has
# Wasioja Addresses	92	street address assigned, or no structures on
Total Addresses Served	1,240	property.
Percentage of City/Township Addresses to Total		
City of Mantorville	40%	
Mantorville Township	46%	
Milton Township	7%	
Wasioja Township	7%	

2023-2025 Approved Rates		
2023	2024	2025
\$47,215.00	\$49,700.00	\$52,185.00
\$53,865.00	\$56,700.00	\$59,535.00
\$7,980.00	\$8,400.00	\$8,820.00
\$8,740.00	\$9,200.00	\$9,660.00

\$70,585.00 \$74,300.00 \$78,015.00

Amount for each entity	
Percentage of Addresses * Adjusted Budgeted Expense	2021 Calculations based on above formula
City of Mantorville	\$ 49,646 \$100 per address
Mantorville Township	\$ 56,639 \$100 per address
Milton Township	\$ 8,391 \$100 per address
Wasioja Township	\$ 9,190 \$100 per address

Rate History	Final Contract Rate per address	
2010 Rate = \$71.00	2016	\$82.00
2011 Rate = \$73.50	2017	\$83.50
2012 Rate = \$76.00	2018	\$85.00
2013 Rate = \$78.00	2019	\$86.50
2014 Rate = \$80.00	2020	\$88.00 Rates frozen due to pandemic.
2015 Rate = \$82.00	2021	\$88.00
	2022	\$88.00
	2023	\$95.00 Proposing a 3-year contract
	2024	\$100.00
	2025	\$105.00

Memorandum

To: Mayor and Council

From: Gretchen Lohrbach

Date: 1/9/2026

Re: Minnesota's Paid Family and Medical Leave Act beginning January 1, 2026

Because Mantorville is a City with fewer than 30 employees, the portion needing to be paid is 0.66%. Employees will never have more than 0.44% deducted from their paychecks, so the City would pay 0.22%. The City also has the option to pay more and have employees pay less, such as 50/50. The City also has the option to pay the entire amount of 0.66% and no deductions from employee's paychecks. If the City chooses to pay the entire contribution amount, it will be roughly \$1,234 yearly. If the City pays the 0.22%, it is roughly \$623 yearly.

Staff needs Council to decide tonight on one of the three options to be compliant with this new law.

EXHIBIT A
CITY OF MANTORVILLE
2026 MASTER FEE SCHEDULE PROPOSAL FOR PUBLIC HEARING TBD

Fees shall be hereby established. In the event of a conflict, this Fee Schedule shall prevail:

ADMINISTRATIVE FEES:

Copies	25¢ per page black and white; (10¢ if paper furnished) 50¢ double-sided \$1.00 per page, color
NSF/Closed Account/Stop Payment	\$30.00 per check
Copy of Council Meeting recording (disk)	\$5.00 per disk or flash drive
Duplicate License/Permit (any type)	\$10.00
Mileage Reimbursement	@ IRS allowed rate
Maps – 10 inch x 17 inch size	\$1.00 black and white \$2.00 color
Copy of City Code	\$100.00 – Non-binder, double sided
Affidavit of Candidacy Filing Fee	\$2.00
Open Records/Public Information Request	~~\$22.00 per hour~~ Wendy's Hourly Wage
Document Recording	\$50.00
Mowing/Yard Cleanup/Other	\$100 per hour with a 1 hour minimum
Over 60 Days late fee for Fire Dept. Calls	\$25.00

BUILDING PERMIT FEES:

Administrative Fee	\$75.00
Plan Review Application Fee	\$150.00 *Applied toward Plan Review Fee if Permit is issued
Plan Review Fee	65% of building permit fee
Valued Permit Fees	
\$1-\$999	\$55.00
\$1,000-\$4,999	\$55+\$20/\$1,000 for each \$1,000>\$1,000
\$5,000-\$19,999	\$121+\$6/\$1,000 for each \$1,000>\$5,000
\$20,000-\$99,999	\$216+\$5/\$10,00 for each \$1,000>\$20,000
\$100,00-\$249,999	\$614.75+\$3.75/\$1,000 for each \$1,000>\$100,000

\$250,000-\$499,999	\$1,176.75+\$3.65/\$1,000 for each \$1,000>\$250,000
\$500,000-\$749,999	\$2,088.50+\$3.50/\$1,000 for each \$1,000>\$500,000
\$750,000-\$999,999	\$2,962.25+\$3.25/\$1,000 for each \$1,000>\$750,000
\$1,000,000-\$1,999,999	\$3,774.50+\$3.20/\$1,000 for each \$1,000>\$1,000,000
\$2,000,000-\$4,999,999	\$6,950.75+\$2.25/\$1,000 for each \$1,000>\$2,000,000
\$5,000,000-\$9,999,999	\$13,695.75+\$2.20/\$1,000 for each \$1,000>\$5,000,000
\$10,000,000 and over	\$24,695.75+\$2.20/\$1,000 for each \$1,000>\$10,000,000
Commercial Re-shingle	Contact CMS to determine if flat fee
Flat Fee Permits: Reroof/side, repair or replace fixture/appliance, windows/doors. Egress Windows NOT FLAT FEE	\$127.00 (fee is ½, \$63.50 if only 1 item maintained per permit)
Manufactured Home	\$220.00
Demolition	\$175.00
All Others	\$100.00
Reinspection Fee (if special trip needed)	\$80.00
Mechanical Permit	\$35.00
Plumbing Permit	\$35.00
State Surcharge Fees Per Minnesota Statute 326B.148	
\$0-\$1,000,000	\$5/\$10,000 for each value up to \$1,000,000
\$1,000,001-\$2,000,000	\$500+\$4/\$10,000 for each value between \$1,000,001 & \$2,000,000
\$2,000,001-\$3,000,000	\$900+\$3/\$10,000 for each value between \$2,000,001 & \$3,000,000
\$3,000,001-\$4,000,000	\$1,200+\$2/\$10,000 for each value between \$3,000,001 & \$4,000,000
\$4,000,001-\$5,000,000	\$1,400+\$1/\$10,000 for each value between \$400,001 & \$5,000,000
Greater than \$5,000,000	\$1,500 +\$0.50/\$10,000 for each value exceeding \$5,000,001
Reissue of Expired Permit	Equal to original permit fee

Failure to Obtain Building Permit	\$150.00 or a sum equal to two times the building permit fee applicable to the project, whichever is greater
Print/Copy plans submitted electronically 11x17 or smaller	\$0.25 per page
Print/Copy large plans (plat size) submitted electronically	\$5 per page

LAND USE FEES:

An additional fee of up to two (2) hours of consultant time may be added to land use applications. See specific application for consultant costs. Consultant time beyond two (2) hours will be discussed with the Applicant prior to the City proceeding with the application.

Preliminary Plat	\$350.00 + \$1.00/lot + all associated costs
Final Plat	\$300.00 + all associated costs
Minor Subdivision	\$300.00 (less than 3 lots) + all associated costs
Variance	\$300.00
Rezone	\$400.00
Conditional Use Permit	\$300.00
Parkland Dedication	\$100.00 per lot
Annexation	\$450.00 + all associated costs
Appeal	\$150.00
Metes & Bounds Lot Split	\$300.00 + all associated costs

UTILITIES:

Water/Sewer Accessibility Charge to Developers	
Water (WAC)	\$2,000.00 per developable acre
Sewer (SAC)	\$2,000.00 per developable acre
Connection Fee for Residential and Commercial Construction	
Water	\$1000.00 per building
Sewer	\$2,639.00 per building
Residential and Commercial Utility Base Rates and Charges Per Gallon are set annually by the Mantorville City Council. These charges are published on the City webpage and in the local newspaper.	
Water Shut Off/Reconnection	\$100.00
<i>**Residents that leave for the winter months and request their water to be shut-off at the curb will be charged the \$100 fee when the water is turned back on. Monthly Base fees are not charged when the water is shut off at the curb.</i>	
STORM WATER	

Residential – Less than 2 Acres	\$4.00 per month
Residential – More than 2 Acres	\$5.00 per month
Non-Residential	\$16.00 per acre with a \$6.00 minimum charge
Sump Pump Violations	\$100.00 per day of non-compliance
FAILURE TO INSTALL A WATER METER	\$50.00 per month, in addition to regular utility charges
Outside Water Meter/Meter Replace	\$430.00
MDH Fee (set by State)	~~\$.81 per month~~ \$1.28 per month
UB Late Fee	20% of outstanding current month bill
Bulk Water Rate	\$10.00 per thousand gallons + Water Base Fee

LICENSE & PERMIT FEES:

Alcoholic Beverages – Set by State Statute	
3.2% Malt Liquor On Sale	\$200.00
3.2% Malt Liquor Off Sale	\$100.00
Consumption & Display	\$250.00 (check made out to State of Minnesota)
Intoxicating On Sale	\$2,500.00
Intoxicating Off Sale	\$100.00
Club On Sale	\$100.00
Sunday Intoxicating On Sale	\$200.00
Wine On Sale	\$500.00
Investigation	Associated Costs
Temporary Liquor	\$25.00 per day
Mechanical Amusement Devices	\$50.00 (1-4 devices); \$15.00 each additional
Dog License	
Lifetime License	\$25.00
Replacement Tag	\$5.00
Dog Impound Fees 2024	\$100 plus cost of impound
Kennel License	\$150.00: per renewal; bi-annually
Chicken Permit	\$25.00; per renewal, annually
Garbage Haulers Permit	\$500.00 annually
Fireworks Display	\$25.00 each show
Peddlers/Solicitor	
Per day, per applicant	\$10.00
Background Investigation	\$100.00

Food Trucks	~~\$25.00; per renewal, annually \$100.00~~
Excavation Permit (right-of-way)	\$50.00
Water/Sewer Contractor Permit	\$50.00 (Contractor's License to do work)
Bond Amount	\$25,000.00 (copy of State required bond)
Park Shelter Reservation	\$40.00 per day
Bandshell Reservation	\$50.00 per day / \$100 refundable deposit
Permanent Sign Permit	\$50.00 + any required Building Permit
Rental Property License	\$25.00 each dwelling containing less than 4 units; \$30.00 each dwelling for 4 to 8 units; \$3.50 per day (up to 20 days) for failure to renew license
Golf Cart Permit	\$5.00

**MANTORVILLE FIRE DEPARTMENT
2023 BILLING RATES**

	Cost
Fire (e.g., Structure, Grass, Vehicle, etc.) – First two hours	\$750.00
Hours beyond first two hours	\$250.00 per hour
Incident where major equipment and manpower used	\$750.00
Hours beyond first two hours	\$250.00 per hour
Request for Assistance (minimal or no equipment used)	\$250.00 per hour
Request for Assistance (cancelled before arrival)	NO CHARGE
Alarm Investigation (e.g., carbon monoxide, smoke/odor)	\$500.00
False House Alarm System Triggered (investigate)	\$500.00
False House Alarm System Triggered (cancelled before arrival)	NO CHARGE
Hazardous Material Spill (e.g., fuel spill, etc.)	\$500.00
Motor Vehicle Accident (per vehicle involved)	\$750.00
First Responder Only Request	NO CHARGE
Charge for Foam	\$250.00 per 5 gallons

Direct Expense Additions
Mutual Aid Bills from Other Fire Departments
(typically fuel and foam)

Mutual Aid Provided to Other Departments --- cost of fuel and foam

Travel time is not included in any billing hours.

**2023 CAMPSITE FEE SCHEDULE
WATER – SEWER – ELECTRIC
SITES 1 – 10**

All fees listed include required State tax

1 NIGHT	\$30.00
2 NIGHTS	\$60.00
3 NIGHTS	\$90.00
4 NIGHTS	\$120.00
5 NIGHTS	\$150.00
6 NIGHTS	\$180.00
WEEKLY	\$210.00
MONTHLY	\$840.00

2025 City Council Committee Assignments

Member	Committee																				
	Annexation	Budget	*Chamber	Deputy Mayor	COG	*EDA	Finance	*Fire Department	Infrastructure	*Joint Powers	*MRA	Decorations	*Park Board	Personnel	Planning	Storm Water	*Township	Waste Water			
Jim Potter		X								X			X				X	X	X	X	
Lynette Nash			X	X			X		X					X		X	X	X			
Kim Boyum								X			X			X	X			X	X		X
Lyle Hoaglund					X					X	X		X		X			X		X	
Jeff Ingalls		X	X			X		X	X			X				X	X	X			

X Primary Member
B Backup for Primary

ASSIGNMENT	DETAILS
DEPUTY MAYOR	Fills in for Mayor, as needed
CHAMBER OF COMMERCE	Meets first Wednesday of the month at the Welcome Center - 8:00 am
EDA (ECONOMIC DEVELOPMENT AUTHORITY)	Meets third Monday of the month in Council Chambers - 6:30 pm
FIRE DEPT GENERAL MEETING	Meets the 1st Wednesday of the Month in Fire Hall - Maintenance 6:00 pm; General Meeting 7:30 pm
KM PARK & REC JOINT POWERS BOARD	Meets quarterly
MRA (MANTORVILLE RESTORATION ASSN)	Meets second Tuesday of the month at Greek Revival Building - 7:00 pm
PARK BOARD	Meets last Tuesday of the month in Council Chambers - 6:30 pm ** March through November only **
TOWNSHIP REPRESENTATIVES	Mantorville Township meets the first Monday of each month - 6:30 pm, Mantorville Town Hall
	Milton Township meets the first Monday of each month - 7:00 pm, Milton Town Hall
	Wasioja Township meets the second Monday of each month - 1:00 pm (Dec-Mar); 7:00 pm (Apr-Nov), Wasioja Town Hall
COUNCIL OF GOVERNMENTS	Meets once every quarter - 7:00 am, County Seat Coffeehouse, or as scheduled
ALL OTHERS	Meets quarterly, no backup (K-M appointed by Superintendent)

City of Mantorville - 2026 Meeting Calendar

Meeting	Schedule	Meeting	Schedule
City Council	2nd Monday @ 6:30 PM	Mantorville Fire Dept - Officers Meeting	Tuesday Prior to 1st Wed @ 7:00 PM
City Council Work Session & Special Meetings	Held as Needed	Mantorville Fire Dept Equip/Truck Maintenance & General Meeting	1st Wed - 6:00pm Maintenance; 7:30pm Members Meeting
Economic Development Authority	3rd Monday @ 6:30 PM	Decorations Committee	TBD
Parks & Recreations Board March - November	Last Tuesday @ 6:30 PM	Mantorville Fire Dept - Training	6:30pm - 2nd & 3rd Wednesdays

This Color Represents more than one meeting schedule on the same date - See Schedules listed above

Other Meetings:		Activities:	
Chamber of Commerce	1st Wednesday, Greek Revival House 8:00 AM	Election Day	No Government Meetings May be Held Between 6:00 PM and 8:00 PM
Dodge County Board of Commissioners	2nd Tues @ 8:00 AM and 9:30 AM 4th Tues @ 3:30 PM and 5:00 PM	Holidays	City Offices Closed

2026 Holidays Observed:

Date	Day of Week	Holiday Name
January 1, 2025	Thursday	New Years Day
January 19, 2025	Monday	Martin Luther King Jr. Day
February 16, 2025	Monday	Washington's Birthday (Presidents Day)
May 25, 2025	Monday	Memorial Day
June 19, 2025	Friday	Juneteenth
July 3, 2025	Friday	Independence Day
September 7, 2025	Monday	Labor Day
November 11, 2025	Wednesday	Veterans Day
November 26, 2025	Thursday	Thanksgiving
November 27, 2025	Friday	Thanksgiving
December 25, 2025	Friday	Christmas Day

Mantorville City Council will have one meeting per month for Year 2026

Additional Meetings will be held if necessary

JANUARY							FEBRUARY							MARCH						
Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat
				1 New Year's Day	2	3	1	2	3 MFD Officer	4 MFD Maint & General	5	6	7	1	2	3 MFD Officer	4 MFD Maint & General	5	6	7
4	5	6 MFD Officer	MFD Maint & General	8	9	10	8	9 City Council	10	11 MFD Training	12	13	14	8	9 City Council	10	11 MFD Training	12	13	14
11	12 City Council	13	14 MFD Training	15	16	17	15	16 Holiday	17	18 MFD Training	19	20	21	15	16 EDA	17	18 MFD Training	19	20	21
18	19 Martin Luther King Jr.	20	21 MFD Training	22	23	24	22	23	24	25	26	27	28	22	23	24	25	26	27	28
25	26	27	28	29	30	31								29	30	31 Parks & Rec & MFD				
APRIL							MAY							JUNE						
Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat
			1 MFD Maint & General	2	3	4						1	2		1	2 MFD Officer	3 MFD Maint & General	4	5	6
5	6	7	8 MFD Training	9	10	11	3	4	5 MFD Officer	6 MFD Maint & General	7	8	9	7	8 City Council	9	10 MFD Training	11	12	13
12	13 City Council	14	15 MFD Training	16	17	18	10	11 City Council	12	13 MFD Training	14	15	16	14	15 EDA	16	17 MFD Training	18	19 Holiday	20
19	20 EDA	21	22	23	24	25	17	18 EDA	19	20 MFD Training	21	22	23	21	22	23	24	25	26	27
26	27	28 Parks & Rec	29	30			24	25 Holiday	26 Parks & Rec	27	28	29	30	28	29	30 Parks & Rec & MFD				
							31													

JULY

Sun	Mon	Tue	Wed	Thur	Fri	Sat
			1 MFD Maint & General	2	3 Holiday	4
5	6	7	8 MFD Training	9	10	11
12	13 City Council	14	15 MFD Training	16	17	18
19	20 EDA	21	22	23	24	25
26	27	28 Parks & Rec	29	30	31	

AUGUST

Sun	Mon	Tue	Wed	Thur	Fri	Sat
						1
2	3	4 MFD Officer	5 MFD Maint & General	6	7	9
9	10 City Council	11 Primary Election	12 MFD Training	13	14	15
16	17 EDA	18	19 MFD Training	20	21	22
23	24	25 Parks & Rec	26	27	28	29
30	31					

SEPTEMBER

Sun	Mon	Tue	Wed	Thur	Fri	Sat
		1 MFD Officer	2 MFD Maint & General	3	4	5
6	7 Labor Day	8	9 MFD Training	10	11	12
13	14 City Council	15	16 MFD Training	17	18	19
20	21 EDA	22	23	24	25	26
27	28	29 Parks & Rec	30			

OCTOBER

Sun	Mon	Tue	Wed	Thur	Fri	Sat
				1	2	3
4	5	6 MFD Officer	7 MFD Maint & General	8	9	10
11	12 City Council	13	14 MFD Training	15	16	17
18	19 EDA	20	21 MFD Training	22	23	24
25	26	27 Parks & Rec	28	29	30	31

NOVEMBER

Sun	Mon	Tue	Wed	Thur	Fri	Sat
1	2	3 Election Day	4 MFD Maint & General	5	6	7
8	9 City Council	10	11 Holiday	12	13	14
14	16 EDA	17	18 MFD Training	19	20	21
22	23	24 Last Park & Rec Meeting	25	26 Thanks Giving	27 Thanks Giving	28
29	30					

DECEMBER

Sun	Mon	Tue	Wed	Thur	Fri	Sat
		1 MFD Officer	2 MFD Maint & General	3	4	5
6	7	8	9 MFD EMR Training	10	11	12
13	14 City Council	15	16 MFD Training	17	18	19
20	21 EDA	22	23	24	25 Holiday	26
27	28	29	30	31		

2026 CITY OF MANTORVILLE SUMMARY BUDGET STATEMENT

The purpose of this report is to provide summary 2026 budget information concerning the City of Mantorville to interested persons. The budget is published in accordance with Minnesota State Statutes Section 471.6965. This budget is only a summary budget. The complete budget in full may be examined at the Mantorville City Hall during regular business hours. This budget was passed and adopted by the Mantorville City Council on December 8, 2025.

2025/2026 Budget Governmental Funds

	<u>2025 Budget 7.5%</u>	<u>2026 Budget 5%</u>
Revenues:		
Property Taxes	\$681,584	\$715,664
Special Assessments	0	0
Cable Franchise Fees	\$6,600	\$460
Licenses & Permits	\$14,400	\$36,875
Intergovernmental Revenues	\$390,061	\$383,584
Charges for Services	\$81,015	\$86,916
Fines & Forfeits	\$900	\$1000
Interest on Investments	\$35,320	\$25,000
Miscellaneous Revenues	<u>\$53,696</u>	<u>\$13,640</u>
Total Revenues	\$1,263,576	\$1,263,139
Expenditures:		
General Government	\$250,493	\$267,370
Public Safety	\$299,163	\$270,644
Public Works	\$261,085	\$239,323
Culture & Recreation	\$136,321	\$140,818
Economic Development	\$32,725	\$42,725
Capital Outlay/Budget Transfers	<u>\$271,317</u>	<u>\$295,022</u>
Total Expenditures	\$1,251,104	\$1,255,902
Property Tax Levy required for this budget:	\$681,584	\$715,664

Respectfully Submitted,
Gretchen Lohrbach
City Clerk-Treasurer