



Trail to the Past. Road to the Future.

CITY COUNCIL MEETING
MUNICIPAL COUNCIL CHAMBERS
21 5TH STREET E, MANTORVILLE, MN 55955
MONDAY, August 10, 2026 - 6:30pm

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Changes to Agenda**
- 4. Consent Agenda ****
 - A.** Accounts Payable (warrant list) for 8.10.26
 - B.** Park Board Meeting minutes 6.30.26
 - C.** Sanitary Sewer Water Report 7.16.26
 - D.** County Commissioners Meeting minutes 6.23.26
 - E.** County Commissioner Meeting minutes 7.14.26
 - F.** Fire Department Member minutes August 2026
 - G.** Sheriff's Report July 2026
 - H.** Fire Relief Temporary Liquor License for Marigold Days
 - I.** Mantorville Restoration Association Temporary Liquor License for Marigold Days
 - J.** Approval for payment #4 to Winona Mechanical Inc. for CSAH 15 Lift Station
- 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.** Resolution 2026-20 Declaring Certain Property Surplus and Authorize the Sale **
 - B.** Street closing for dance on Saturday September 12th **
 - C.** Proposed 2027 budget
- 8. Public Hearings**
 - A.** Firstly, presentation from three Cord Homes LLC, then approval of Preliminary Development Plan for 421 Clay Street PID 25.100.0184 **
 - B.** Move into Public Hearing to Rezone 421 Clay Street from Commercial to R-2 **
 - C.** Ordinance Conditionally Approving Rezoning and Preliminary Development Plan for 421 Clay Street **

9. New Business

- A. Approval of Eagle Monument at entrance to Eagle Meadows development **
- B. Approval of Street Closures for Marigold Days **
- C. Approval of Fireworks Application for Marigold Days with fee waived (this has been done in the past) **
- D. Lead Service Line Replacement Bid Approval – City Engineer Scott Huneke WHKS **
- E. Resolution 2026-19 Accepting Bids and Awarding Contract for the 2026 Mantorville Lead Service Line Replacement **
- F. Lead Service Line Agreements and Letter
- G. Plumbing Agreement with CMS Information
- H. Preliminary Budget for 2027

10. Old Business

- A. Mantorville Brewing building at 101 5th Street East
- B. Progress on property at 401 Walnut street regarding weeds and repairs

11. Tabled Items

- A. Orderly Annexation Agreement Resolution 2026-18
- B. Ordinance 2026-04, An Ordinance Repealing and Replacing Section 96.13 of the Mantorville City Code Regarding Permits for Open Burning
- C. Resolution 2026-15 Authorizing Publication of Ordinance 2026-04 by Title and Summary
- D. Streetlight on HWY 57 across from Casey's
- E. Amended Personnel Policy for 2026

12. Reports

- A. Public Works Report
- B. City Clerk Report
- C. Consultant Report
- D. Committee Reports
Chamber, EDA, Finance/Budget, Fire Department, Infrastructure, Planning & Zoning, KM Joint Powers, Historical Preservation Committee, Decorations, Park Board, Personnel, FD Relief, Township
- E. Councilmember Reports
- F. Mayor's Report

13. Executive Session – No Items

14. Adjourn **

<i>Upcoming Meetings and Events in Mantorville:</i>		
<i>August 10, 2026</i>	<i>6:30pm</i>	<i>City Council Regular Meeting</i>
<i>August 11, 2026</i>	<i>7:00am – 8:00pm</i>	<i>Primary Election Voting at City Hall</i>
<i>August 17, 2026</i>	<i>6:30pm</i>	<i>Mantorville EDA Regular Meeting</i>
<i>August 25, 2026</i>	<i>6:30pm</i>	<i>Park and Rec Regular Board Meeting</i>
<i>September 2, 2026</i>	<i>7:30pm</i>	<i>Fire Department General Meeting</i>
<i>Because Mantorville is a small, but active community, a possible quorum may result as members of the City Council and other Boards may be in attendance meeting and community events in Mantorville.</i>		

MANTORVILLE,MN

08/05/26 10:30 AM

Page 1

Payments

Current Period: July 2026

Payments Batch 073126PAY forMtg8.10

\$11,845.33

Refer	0 RESNEXUS	Ck# 006955		
Cash Payment	E 603-45183-210 Tax and Licensing	July Service fee		\$50.25
Invoice	071526 7/31/2026			
Transaction Date	8/5/2026	MBT Bank Checking 10100	Total	\$50.25
Refer	0 MN PERA	Ck# 006951		
Cash Payment	G 101-21704 PERA	PR 14 2026		\$1,584.69
Invoice	071726 7/31/2026			
Transaction Date	8/5/2026	MBT Bank Checking 10100	Total	\$1,584.69
Refer	0 MINNESOTA REVENUE	Ck# 006952		
Cash Payment	G 101-21702 State Withholding	PR 14 2026		\$501.07
Invoice	071626 7/31/2026			
Transaction Date	8/5/2026	MBT Bank Checking 10100	Total	\$501.07
Refer	0 WEX HEALTH, INC.	Ck# 006954		
Cash Payment	G 101-21714 Health Savings Account	PR 14 2026 ER		\$253.84
Invoice	070926 7/31/2026			
Cash Payment	G 101-21714 Health Savings Account	PR 14 2026 EE		\$190.00
Invoice	070926 7/31/2026			
Transaction Date	8/5/2026	MBT Bank Checking 10100	Total	\$443.84
Refer	0 INTERNAL REVENUE SERVICE	Ck# 006953		
Cash Payment	G 101-21703 FICA Tax Withholding	PR 14 2026		\$1,285.32
Invoice	071626 7/31/2026			
Cash Payment	G 101-21709 Medicare	PR 14 2026		\$300.58
Invoice	071626 7/31/2026			
Cash Payment	G 101-21701 Federal Withholding	PR 14 2026		\$866.09
Invoice	071626 7/31/2026			
Transaction Date	8/5/2026	MBT Bank Checking 10100	Total	\$2,451.99
Refer	0 INTERNAL REVENUE SERVICE	Ck# 006949		
Cash Payment	G 101-21703 FICA Tax Withholding	PR 15 2026		\$1,308.06
Invoice	072426 7/31/2026			
Cash Payment	G 101-21709 Medicare	PR 15 2026		\$305.92
Invoice	072426 7/31/2026			
Cash Payment	G 101-21701 Federal Withholding	PR 15 2026		\$921.77
Invoice	072426 7/31/2026			
Transaction Date	8/5/2026	MBT Bank Checking 10100	Total	\$2,535.75
Refer	0 MINNESOTA REVENUE	Ck# 006948		
Cash Payment	G 101-21702 State Withholding	PR 15 2026		\$515.36
Invoice	072426 7/31/2026			
Transaction Date	8/5/2026	MBT Bank Checking 10100	Total	\$515.36
Refer	0 MN PERA	Ck# 006956		
Cash Payment	G 101-21704 PERA	PR 15 2026		\$1,612.16
Invoice	072726 7/31/2026			
Transaction Date	8/5/2026	MBT Bank Checking 10100	Total	\$1,612.16
Refer	0 WEX HEALTH, INC.	Ck# 006958		

MANTORVILLE,MN

08/05/26 10:30 AM

Page 2

Payments

Current Period: July 2026

Cash Payment	G 101-21714	Health Savings Account	PR 15 2026 ER	\$253.84
Invoice	072326	7/30/2026		
Cash Payment	G 101-21714	Health Savings Account	PR 15 2026 EE	\$190.00
Invoice	072326	7/30/2026		
Transaction Date	8/5/2026	MBT Bank Checking	10100	Total \$443.84
Refer	0	MINNESOTA REVENUE	Ck# 006950	
Cash Payment	E 101-45200-210	Tax and Licensing	Qtr 2 Sales and Use Tax 2026	\$98.00
Invoice	071526	7/31/2026		
Cash Payment	E 603-45183-210	Tax and Licensing	Qtr 2 Sales and Use Tax 2026	\$622.00
Invoice	071526	7/31/2026		
Cash Payment	E 601-49400-210	Tax and Licensing	Qtr 2 Sales and Use Tax 2026	\$877.00
Invoice	071526	7/31/2026		
Transaction Date	8/5/2026	MBT Bank Checking	10100	Total \$1,597.00
Refer	0	MINNESOTA ENERGY	Ck# 006946	
Cash Payment	E 101-41940-380	Utility Services	4016467-5 STREETS (1008 East St - East Bldg)	\$0.00
Invoice	5999315641	7/31/2026		
Cash Payment	E 101-41940-380	Utility Services	4300149-4 STREETS (1008 East St - Middle Bldg)	\$23.25
Invoice	5999315641	7/31/2026		
Cash Payment	E 101-41940-380	Utility Services	4028156-0 STREETS (1008 East St - West Bldg)	\$0.00
Invoice	5999315641	7/31/2026		
Cash Payment	E 101-42200-380	Utility Services	4229566-7 FIRE DEPT (21 5th St E)	\$55.95
Invoice	5999315641	7/31/2026		
Cash Payment	E 602-49450-380	Utility Services	4299022-6 WWTP (121 Blanch St)	\$30.18
Invoice	5999315641	7/31/2026		
Transaction Date	8/5/2026	MBT Bank Checking	10100	Total \$109.38

Fund Summary

	10100 MBT Bank Checking	
101 GENERAL FUND		\$10,265.90
601 WATER FUND		\$877.00
602 SEWER FUND		\$30.18
603 RV PARK		\$672.25
		\$11,845.33

Pre-Written Checks	\$11,845.33
Checks to be Generated by the Computer	\$0.00
Total	\$11,845.33

MANTORVILLE, MN

08/07/26 3:14 PM

Page 1

Payments

Current Period: August 2026

Payments Batch 081026PAY

\$226,132.21

Refer	0	KASSON LASER GRAPHICS	-		
Cash Payment	E 101-41500-200	Supplies	4 Name Plates for staff, council, boards	\$50.00	
Invoice	12489	8/10/2026			
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$50.00
Refer	0	SIEWERT, WENDY	-		
Cash Payment	E 101-41500-437	Other Miscellaneous	National Night Out Supplies	\$82.11	
Invoice	08/10/26	8/10/2026			
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$82.11
Refer	0	PAYMENT SERVICE NETWORK, IN	Ck# 006947 8/10/2026		
Cash Payment	E 602-49450-300	Professional Srvs (GEN	Services for July 2026	\$115.80	
Invoice	328353	8/10/2026			
Cash Payment	E 601-49400-300	Professional Srvs (GEN	Services for July 2026	\$62.35	
Invoice	328353	8/10/2026			
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$178.15
Refer	0	SOUTHEAST SERVICE COOPERAT	Ck# 006945 8/10/2026		
Cash Payment	G 101-21706	Hospitalization/Medical Ins	Services for August 2026	\$3,765.28	
Invoice	08012026	8/10/2026			
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$3,765.28
Refer	0	XCEL ENERGY	Ck# 006942 8/10/2026		
Cash Payment	E 101-43160-381	Electric Utilities	STREET LIGHTS	\$1,896.07	
Invoice	987000910	8/10/2026			
Cash Payment	E 101-43160-381	Electric Utilities	300 MAIN N BRIDGE LIGHTS	\$18.63	
Invoice	987000910	8/10/2026			
Cash Payment	E 101-43160-381	Electric Utilities	130 ST.HWY 57 S.CITY SIGN	-\$7.47	
Invoice	987000910	8/10/2026			
Cash Payment	E 101-43160-381	Electric Utilities	60003 ST.HWY 57 N CITY SIGN	\$10.06	
Invoice	987000910	8/10/2026			
Cash Payment	E 101-42200-380	Utility Services	21 5TH STREET SIREN	\$6.95	
Invoice	987000910	8/10/2026			
Cash Payment	E 101-42200-380	Utility Services	21 5TH STREET E FH/CH/PUMP	-\$73.27	
Invoice	987000910	8/10/2026			
Cash Payment	E 101-42200-380	Utility Services	701 CHESTNUT SIREN	\$7.13	
Invoice	987000910	8/10/2026			
Cash Payment	E 101-43160-381	Electric Utilities	410 CLAY POLE ON EDA LOT	\$11.49	
Invoice	987000910	8/10/2026			
Cash Payment	E 101-41940-380	Utility Services	600 7TH STREET WEST MANTORFIEL	\$67.28	
Invoice	987000910	8/10/2026			
Cash Payment	E 101-41940-380	Utility Services	340 CLAY RIVERSIDE W CENTER	\$19.60	
Invoice	987000910	8/10/2026			
Cash Payment	E 101-41940-380	Utility Services	342 MAIN ST N RIVERSIDE NE	\$10.70	
Invoice	987000910	8/10/2026			
Cash Payment	E 101-41940-380	Utility Services	601 GOLFOVIEW DENNISON FIELD	\$14.34	
Invoice	987000910	8/10/2026			
Cash Payment	E 101-41940-380	Utility Services	1008 EAST CITY SHOP	-\$291.41	
Invoice	987000910	8/10/2026			

08/07/26 3:14 PM

Page 2

Payments

Current Period: August 2026

Cash Payment	E 602-49450-380	Utility Services	121 BLANCH WWTF+SEC+PUMP		- \$1,296.66
Invoice	987000910	8/10/2026			
Cash Payment	E 601-49400-380	Utility Services	841 BLANCH WTR WELL HOUSE		- \$59.13
Invoice	987000910	8/10/2026			
Cash Payment	E 601-49400-380	Utility Services	924 JEFFERSON WATER TOWER		- \$53.87
Invoice	987000910	8/10/2026			
Cash Payment	E 603-45183-381	Electric Utilities	324 MAIN ST N CAMPGROUND		\$614.50
Invoice	987000910	8/10/2026			
Cash Payment	E 101-41940-380	Utility Services	15 4TH STREET WEST RIVERSIDE		\$11.49
Invoice	987000910	8/10/2026			
Cash Payment	E 602-49450-380	Utility Services	601 JEFFERSON LIFT STATION		- \$8.69
Invoice	987000910	8/10/2026			
Cash Payment	E 602-49450-380	Utility Services	121 BLANCH AUTO PROTECT LIGHT		\$11.18
Invoice	987000910	8/10/2026			
Cash Payment	E 101-41940-380	Utility Services	300 CLAY ST		\$11.53
Invoice	987000910	8/10/2026			
Cash Payment	E 101-43160-381	Electric Utilities	404 MAIN ST N UNITY ST LIGHTS		\$10.70
Invoice	987000910	8/10/2026			
Transaction Date	8/7/2026		MBT Bank Checking	10100	Total \$931.15
Refer	0 XCEL ENERGY		Ck# 006943	8/10/2026	
Cash Payment	E 101-43160-381	Electric Utilities	39 W LED PUR OPTN		\$69.39
Invoice	986403958	8/10/2026			
Transaction Date	8/7/2026		MBT Bank Checking	10100	Total \$69.39
Refer	0 VERIZON WIRELESS		Ck# 006944	8/10/2026	
Cash Payment	E 101-42200-321	Communications Phone/	Services from Jun 24 - Jul 23, 2026		\$54.64
Invoice	6149421723	8/10/2026			
Transaction Date	8/7/2026		MBT Bank Checking	10100	Total \$54.64
Refer	0 DODGE COUNTY INDEPENDENT		-		
Cash Payment	E 101-41110-352	Publishing	Legal Ad - Re-zoning of 421 Clay St mtg 8/5/26 ran on 7/30/26		\$68.10
Invoice	27119	8/10/2026			
Cash Payment	E 101-41110-352	Publishing	2x5 Ad - National Night Out 8/4/26 ran on 7/30/26		\$100.00
Invoice	27084	8/10/2026			
Cash Payment	E 101-41110-352	Publishing	Legal Ad - Summary of Financial Report Year 2026 ran on 7/23/26		\$203.78
Invoice	27088	8/10/2026			
Cash Payment	E 101-41110-352	Publishing	Legal Ad - Advertisement for Bids for LSR ran on 7/16/26		\$500.18
Invoice	27069	8/10/2026			
Transaction Date	8/7/2026		MBT Bank Checking	10100	Total \$872.06
Refer	0 KMTELECOM		-		
Cash Payment	E 101-41940-321	Communications Phone/	CITY HALL MAIN 5170		\$129.96
Invoice	10330039	8/10/2026			
Cash Payment	E 101-41940-321	Communications Phone/	CITY HALL - 5176 - 2ND LINE		\$20.91
Invoice	10330039	8/10/2026			
Cash Payment	E 601-49400-321	Communications Phone/	NEW WELL HOUSE FIBER		\$25.00
Invoice	10330039	8/10/2026			

MANTORVILLE, MN

08/07/26 3:14 PM

Page 3

Payments

Current Period: August 2026

Cash Payment	E 101-42200-321	Communications Phone/ FD 5440			\$25.90
Invoice	10330039	8/10/2026			
Cash Payment	E 101-41940-321	Communications Phone/ STREETS - SHOP 5119			\$97.88
Invoice	10330039	8/10/2026			
Cash Payment	E 601-49400-321	Communications Phone/ WATER TOWER ALARM 3588			\$46.69
Invoice	10330039	8/10/2026			
Cash Payment	E 602-49450-321	Communications Phone/ LIFT STATION ALARM 5066			\$36.69
Invoice	10330039	8/10/2026			
Cash Payment	E 602-49450-321	Communications Phone/ WWTP 5463 ALARM			\$36.69
Invoice	10330039	8/10/2026			
Cash Payment	E 101-41940-321	Communications Phone/ LONG DISTANCE/TAXES/FEES			\$5.85
Invoice	10330039	8/10/2026			
Cash Payment	E 101-46500-437	Other Miscellaneous EDA 800 NUMBER			\$0.15
Invoice	10330039	8/10/2026			
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$425.72
Refer	0	BADGER METER	-		
Cash Payment	E 601-49400-300	Professional Srvs (GEN Services for July 2026			\$154.63
Invoice	80244561	8/10/2026			
Cash Payment	E 602-49450-300	Professional Srvs (GEN Services for July 2026			\$287.17
Invoice	80244561	8/10/2026			
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$441.80
Refer	0	BADGER METER	-		
Cash Payment	E 601-49400-300	Professional Srvs (GEN Services for June 2026			\$154.63
Invoice	1492674	8/10/2026			
Cash Payment	E 602-49450-300	Professional Srvs (GEN Services for June 2026			\$287.17
Invoice	1492674	8/10/2026			
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$441.80
Refer	0	DODGE COUNTY ASSESSORS OF	-		
Cash Payment	E 101-41500-300	Professional Srvs (GEN Pictometry User Agreement 2026			\$370.00
Invoice	2026Mantorville	8/10/2026			
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$370.00
Refer	0	KENNEDY & GRAVEN, CHARTERED	-		
Cash Payment	E 101-41600-304	Legal Fees General City Matters			\$254.40
Invoice	194611	8/10/2026			
Cash Payment	E 101-41600-304	Legal Fees General Employment Matters			\$2,550.00
Invoice	194611	8/10/2026			
Cash Payment	E 101-41600-304	Legal Fees Fyten Brewing Building			\$25.00
Invoice	194611	8/10/2026		Project 25-012	
Cash Payment	E 101-41600-304	Legal Fees Golf Course Annexation			\$1,178.99
Invoice	194611	8/10/2026		Project 25-011	
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$4,008.39
Refer	0	CULLIGAN GREATER ROCHESTER	-		
Cash Payment	E 101-41940-200	Supplies Bottled Water 2 for July 2026			\$21.80
Invoice	83769	8/10/2026			
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$21.80
Refer	0	VOLUNTEER FIREFIGHTERS BENE	-		

MANTORVILLE,MN

08/07/26 3:14 PM

Page 4

Payments

Current Period: August 2026

Cash Payment	E 101-42200-120	Benefits	Annual Premium for 2026	\$14.00
Invoice Mfritz	8/10/2026			
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total \$14.00
Refer	0 AFLAC	-		
Cash Payment	G 101-21710	AFLAC	Monthly Premium for Acct P8873 prepared 7/18/26	\$33.12
Invoice 568219	8/10/2026			
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total \$33.12
Refer	0 WHKS & COMPANY	-		
Cash Payment	E 602-49450-303	Engineering Fees	CSAH 15 Lift Station	\$8,019.46
Invoice 58283	8/10/2026			
Cash Payment	E 101-41950-303	Engineering Fees	Eagle Meadows Assitance	\$1,285.58
Invoice 58281	8/10/2026			
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total \$9,305.04
Refer	0 LOHRBACH, GRETCHEN	-		
Cash Payment	E 101-41500-200	Supplies	Computer Hub for Type C (J Adams Computer)	\$16.19
Invoice 08/10/26	8/10/2026			
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total \$16.19
Refer	0 WARSAW SOLAR, LLC	-		
Cash Payment	E 603-45183-381	Electric Utilities	Power Sales for June 2026	\$203.18
Invoice 2607-6994D	8/10/2026			
Cash Payment	E 101-43160-381	Electric Utilities	Power Sales for June 2026	\$1,777.81
Invoice 2607-6994D	8/10/2026			
Cash Payment	E 101-41940-380	Utility Services	Power Sales for June 2026	\$812.72
Invoice 2607-6994D	8/10/2026			
Cash Payment	E 101-42200-380	Utility Services	Power Sales for June 2026	\$558.74
Invoice 2607-6994D	8/10/2026			
Cash Payment	E 602-49450-380	Utility Services	Power Sales for June 2026	\$1,015.89
Invoice 2607-6994D	8/10/2026			
Cash Payment	E 601-49400-380	Utility Services	Power Sales for June 2026	\$711.13
Invoice 2607-6994D	8/10/2026			
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total \$5,079.47
Refer	0 DODGE COUNTY SHERIFF	-		
Cash Payment	E 101-42100-310	Other Professional Servi	Sheriff Contract for July 2026	\$9,533.33
Invoice Aug 2026	8/10/2026			
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total \$9,533.33
Refer	0 ONSITE COMPANIES	-		
Cash Payment	E 101-45200-410	Rentals	July Svs -Mantor Field 726 Jefferson St - Hand Sanitizers & Standard Restroom	\$79.00
Invoice 2097034	8/10/2026			
Cash Payment	E 101-45200-410	Rentals	July Svs -Dennison Park 601 Golfview Ct - Hand Sanitizers & Portable Restroom	\$127.00
Invoice 2097033	8/10/2026			
Cash Payment	E 603-45183-410	Rentals	July Svs -RV Park 406 Blanch St - Hand Sanitizers & Standard Restroom	\$79.00
Invoice 2097035	8/10/2026			

MANTORVILLE,MN

08/07/26 3:14 PM

Page 5

Payments

Current Period: August 2026

Cash Payment	E 101-45200-410 Rentals	Aug Svs -Mantor Field 726 Jefferson St - Hand Sanitizers & Standard Restroom	\$79.00
Invoice	2111514	8/10/2026	
Cash Payment	E 101-45200-410 Rentals	Aug Svs -Dennison Park 601 Golfview Ct - Hand Sanitizers & Portable Restroom	\$127.00
Invoice	2111513	8/10/2026	
Cash Payment	E 603-45183-410 Rentals	Aug Svs -RV Park 406 Blanch St - Hand Sanitizers & Standard Restroom	\$79.00
Invoice	2111512	8/10/2026	
Transaction Date	8/7/2026	MBT Bank Checking 10100	Total \$570.00
Refer	0 CITY OF KASSON	-	
Cash Payment	E 602-49450-601 Debt Srv Bond Principal	2nd Qtr of 2026	\$27,890.00
Invoice	07202026	8/10/2026	
Transaction Date	8/7/2026	MBT Bank Checking 10100	Total \$27,890.00
Refer	0 SIMPLY TIDY, LLC	-	
Cash Payment	E 101-41940-439 Janitors	Services for July 2026	\$130.00
Invoice	9266	8/10/2026	
Transaction Date	8/7/2026	MBT Bank Checking 10100	Total \$130.00
Refer	0 ON-SITE COMPUTERS, INC	-	
Cash Payment	E 101-41500-300 Professional Srvs (GEN	Monthly Billing for July 2026	\$361.51
Invoice	CW109330	8/10/2026	
Transaction Date	8/7/2026	MBT Bank Checking 10100	Total \$361.51
Refer	0 LINCOLN NATIONAL LIFE INSURA	-	
Cash Payment	G 101-21711 Life Insurance Payable	Coverage for August 2026	\$150.73
Invoice	4990038459	8/10/2026	
Transaction Date	8/7/2026	MBT Bank Checking 10100	Total \$150.73
Refer	0 METRO SALES INC	-	
Cash Payment	E 101-41500-350 Print/Binding (GENERA	RICOH/MP C2004ex Copier: Base rate 7/17/26 to 10/16/26 and Contract usage 4/17/26 to 7/16/26.	\$1,050.75
Invoice	INV3137764	8/10/2026	
Transaction Date	8/7/2026	MBT Bank Checking 10100	Total \$1,050.75
Refer	0 COHNREZNICK LLP	-	
Cash Payment	E 101-41530-301 Auditing and Acct g Serv	Final Billing for Year 2025 Audit	\$12,810.00
Invoice	90292904	8/10/2026	
Transaction Date	8/7/2026	MBT Bank Checking 10100	Total \$12,810.00
Refer	0 NCPERS GROUP LIFE INS.	-	
Cash Payment	G 101-21711 Life Insurance Payable	Premium for August 2026	\$32.00
Invoice	608900082026	8/10/2026	
Transaction Date	8/7/2026	MBT Bank Checking 10100	Total \$32.00
Refer	0 DELTA DENTAL	-	
Cash Payment	G 101-21708 Dental Insurance	Service for August 2026	\$180.72
Invoice	RIS0007153440	8/10/2026	
Transaction Date	8/7/2026	MBT Bank Checking 10100	Total \$180.72
Refer	0 CMS - CONSTRUCTION MGMT. SE	-	
Cash Payment	E 101-42400-300 Professional Srvs (GEN	Fees for June 2026	\$733.20
Invoice	817-265285-6	8/10/2026	

MANTORVILLE,MN

08/07/26 3:14 PM

Page 6

Payments

Current Period: August 2026

Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$733.20
Refer	0 SEMMCHRA	-			
Cash Payment	E 101-46500-437 Other Miscellaneous	Small Cities Disbursement #4 - Mantorville Housing			\$1,785.99
Invoice 072926	8/10/2026				
Cash Payment	E 101-46500-437 Other Miscellaneous	Small Cities Disbursement #3 - Mantorville Housing			\$5,578.70
Invoice 07292026	8/10/2026				
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$7,364.69
Refer	0 MN PUBLIC FACILITIES AUTHORIT	-			
Cash Payment	E 602-49450-605 Clean Water SRF Bond	MPFA-09-0062-R-FY11 - Principal			\$13,000.00
Invoice CW_01	8/10/2026				
Cash Payment	E 602-49450-611 Bond Interest	MPFA-09-0062-R-FY11 - Interest			\$641.69
Invoice CW_01	8/10/2026				
Cash Payment	E 602-49450-608 PFA CWRF Bond	MPFA-CWRF-L-020-FY18 - Principal			\$24,000.00
Invoice CW_02	8/10/2026				
Cash Payment	E 602-49450-611 Bond Interest	MPFA-CWRF-L-020-FY18 - Interest			\$1,505.00
Invoice CW_02	8/10/2026				
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$39,146.69
Refer	0 FRANDSEN BANK - ZUMBROTA	-			
Cash Payment	E 312-47000-611 Bond Interest	2021A Plow - Interest			\$720.00
Invoice 07142026	8/10/2026				
Cash Payment	E 312-47000-601 Debt Srv Bond Principal	2021A Plow - Principal			\$13,000.00
Invoice 07142026	8/10/2026				
Cash Payment	E 601-49400-601 Debt Srv Bond Principal	2021A Water - Principal			\$12,000.00
Invoice 07142026	8/10/2026				
Cash Payment	E 601-49400-611 Bond Interest	2021A Water - Interes			\$666.00
Invoice 07142026	8/10/2026				
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$26,386.00
Refer	0 MIDWEST PUMP WORKS	-			
Cash Payment	E 602-49450-570 Capital Outlay	E-1 Pump for New House at D Brannan			\$4,721.00
Invoice INV031584	8/10/2026				
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$4,721.00
Refer	0 PEARSON BROS, INC.	-			
Cash Payment	E 101-43100-570 Capital Outlay	Bituminous Material for Seal Coat & Rock for Seal Coat			\$61,215.00
Invoice 6519	8/10/2026				
Cash Payment		Bituminous Material for Seal Coat & Rock for Seal Coat			\$0.00
Invoice 6519	8/10/2026				
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$61,215.00
Refer	0 SL CONTRACTING, INC	-			
Cash Payment	E 101-43100-570 Capital Outlay	2026 Spring Sweeping			\$2,000.00
Invoice 15146	8/10/2026				
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$2,000.00
Refer	0 HAWKINS, INC	-			
Cash Payment	E 601-49400-216 Chemicals and Chem Pr	150 lb Chlorine Cylinder			\$10.00
Invoice 7493996	8/10/2026				

MANTORVILLE,MN

08/07/26 3:14 PM

Page 7

Payments

Current Period: August 2026

Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$10.00
Refer	0 AG PARTNERS COOPERATIVE	-			
Cash Payment	E 101-45200-212 Motor Fuels	Gas for Parks			\$2,765.76
Invoice	181433	8/10/2026			
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$2,765.76
Refer	0 MAXSON ELECTRIC	-			
Cash Payment	E 101-45200-200 Supplies	Park Panel & Replace Bridge Lights			\$477.80
Invoice	7625	8/10/2026			
Cash Payment	E 101-43100-200 Supplies	Park Panel & Replace Bridge Lights			\$477.80
Invoice	7625	8/10/2026			
Cash Payment	E 101-45200-200 Supplies	Under Bridge Lights			\$624.38
Invoice	7624	8/10/2026			
Cash Payment	E 101-43100-200 Supplies	Under Bridge Lights			\$624.37
Invoice	7624	8/10/2026			
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$2,204.35
Refer	0 NAPA	-			
Cash Payment	E 101-42200-228 Equip. Repair and Maint	Fuel			\$41.81
Invoice	524497	8/10/2026			
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$41.81
Refer	0 BOUND TREE MEDICAL, LLC	-			
Cash Payment	E 101-42200-311 First Responder Train/E	BP Cuff			\$36.49
Invoice	86287383	8/10/2026			
Cash Payment	E 101-42200-311 First Responder Train/E	Curaplex TritonGrip SE Gloves			\$17.59
Invoice	86272165	8/10/2026			
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$54.08
Refer	0 WEX BANK	-			
Cash Payment	E 101-43100-212 Motor Fuels	Fuel			\$89.65
Invoice	114070379	8/10/2026			
Cash Payment	E 101-42200-212 Motor Fuels	Fuel			\$207.68
Invoice	114070379	8/10/2026			
Cash Payment	E 602-49450-212 Motor Fuels	Fuel			\$206.02
Invoice	114070379	8/10/2026			
Cash Payment	E 101-43125-212 Motor Fuels	Fuel			\$52.77
Invoice	114070379	8/10/2026			
Cash Payment	E 101-45200-212 Motor Fuels	Fuel			\$12.61
Invoice	114070379	8/10/2026			
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$568.73
Refer	0 GOPHER STATE ONE CALL	-			
Cash Payment	E 601-49400-300 Professional Svcs (GEN	Service for July 2026			\$9.92
Invoice	6070578	8/10/2026			
Cash Payment	E 602-49450-300 Professional Svcs (GEN	Service for July 2026			\$18.43
Invoice	6070578	8/10/2026			
Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$28.35
Refer	0 BLUE CROSS BLUE SHIELD OF MI	-			
Cash Payment	G 101-21715 Employee Paid Vision Plan	Vision for September 2026			\$23.40
Invoice	260731136449	8/10/2026			

MANTORVILLE,MN

Payments

08/07/26 3:14 PM

Page 8

Current Period: August 2026

Transaction Date	8/7/2026	MBT Bank Checking	10100	Total	\$23.40
Fund Summary					
		10100 MBT Bank Checking			
					\$0.00
101 GENERAL FUND					\$117,222.34
312 GO EQPMT AND UTIL NOTE 2021A					\$13,720.00
601 WATER FUND					\$13,727.35
602 SEWER FUND					\$80,486.84
603 RV PARK					\$975.68
					\$226,132.21
Pre-Written Checks					
					\$4,998.61
Checks to be Generated by the Computer					
					\$221,133.60
	Total				\$226,132.21



DRAFT

PARK AND RECREATION BOARD MEETING MINUTES

MEETING INFORMATION

Date: Tuesday, June 30, 2026
Time: 6:30 PM – 7:31 PM
Location: Municipal Council Chambers, 21 5th Street E, Mantorville, MN 55955
Chairperson: Brad Germundson

ATTENDEES

Members Present: Chairperson Brad Germundson.
Board Members Matt Wohlenhaus, Brandy Ramer, and Tony Meyers.
Council Representatives Kim Boyum and Jim Potter.
Members Regret: Vice Chairperson Don Hofsted will not be in attendance at the meeting.
Staff Present: Joe Adams, Public Works Lead and Wendy Siewert, Deputy City Clerk

AGENDA

1. CALL TO ORDER
2. APPROVAL OF PREVIOUS MINUTES
3. ADOPT AGENDA
4. NEW BUSINESS
5. OLD BUSINESS
6. CITY STAFF UPDATES/REPORTS
7. ADJOURNMENT

MINUTES

1. CALL TO ORDER

- Chairperson Brad Germundson called the meeting to order at 6:30 PM.

2. APPROVAL OF MINUTES FROM 5.26.2026

Motion: To approve the minutes of May 26, 2026 as circulated.

Motion By: Member Kim Boyum

Seconded By: Member Jim Potter

Motion carried unanimously. 6 yeas / 0 nays

DRAFT

3. ADOPT AGENDA

Motion: To adopt the agenda as circulated.

Motion By: Member Brandy Ramer

Seconded By: Member Matt Wohlenhaus

Motion carried unanimously. 6 yeas / 0 nays

4. NEW BUSINESS

- a. Signs – The board discussed how they wanted to handle the three signs that were hung at Mantor Field. Everyone felt they should have asked permission from the City Council before hanging any kind of signs at the ballfield.

Motion: To send an email to KMBA to see who hung the signs and if anyone asked permission. Let them know they need to be removed and until we have an official policy, they need to come to a council meeting and ask permission or send Wendy or Joe an email with a picture of the sign and the size. One of them can present it to council for them.

Motion By: Member Matt Wohlenhaus

Seconded By: Member Kim Boyum

Motion carried unanimously. 6 yeas / 0 nays

Signs continued – The board also talked about how we should handle new signs and how we should charge people. There was much discussion on pricing, but not everyone agreed with the same cost. More information is needed.

Motion: To table the signs for next meeting. Wendy will gather more information for the next meeting.

Motion By: Member Matt Wohlenhaus

Seconded By: Member Kim Boyum

Motion carried unanimously. 6 yeas / 0 nays

5. OLD BUSINESS

- a. Grants: Nothing new.
- b. Riverside Park: Frisbee Golf is complete.
- c. Campground: Staying busy.
- d. Bergmann Park: Nothing new.
- e. Slingerland Park: Friends of Mantorville still needs to complete the sound barrier, they ran out of tie to hang them. With the hot weather, they haven't got back to them yet.
- f. Mantor Field: Lots of games being played on field.
- g. K-M Dog Park: Nothing new.
- h. Denneson Field: Lots of games being played on field.
- i. Community Gardens: Looks good.

DRAFT

- j. Community / Park Tree Management: Will's stump was removed.
- k. Budget: Would like to get started on next year's budget.

6. CITY STAFF UPDATES / REPORTS

Staying busy.

7. JOINT VENTURES UPDATES

Joint Ventures Updates: The next meeting is July 23 at 7:30 AM.

8. ADJOURN

The next Park & Recreation Board meeting is Tuesday, August 25, 2026 at 6:30 PM

Motion: To approve next meeting and Adjourn meeting.

Motion By: Member Matt Wohlenhaus

Seconded By: Member Kim Boyum

Motion carried unanimously. 6 yeas / 0 nays

Adjourn at 7:31 PM.

UNAPPROVED MINUTES OF THE DODGE COUNTY BOARD OF COMMISSIONERS REGULAR MEETING HELD JUNE 23, 2026

Chair

Convene County Board Meeting

The Dodge County Commissioners met in regular session June 23, 2026, in the Board Room at the Dodge County Government Services Building, Mantorville, MN, at 5:00 p.m. Chair David Kenworthy 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	Remote	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.

Commissioner Peterson was attending remotely from 138 Ninebark Drive NW, Walker, MN.

Also present:

Jim Elmquist	County Administrator
Becky Lubahn	Deputy Clerk
Paul Kiltinen	County Attorney

Establish Agenda

Agenda Approved

Motion by Tjosaas seconded by Allen to approve and adopt the agenda as presented.

Motion Adopted [Unanimous]

Consent Agenda

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

Motion Adopted [Unanimous]

1.1. Committee of the Whole - Committee Meeting - Jun 9, 2026 8:50 AM

- 1.2. Board of Commissioners - Regular Meeting - Jun 9, 2026 9:30 AM
- 1.3. 1 Day Temporary On-Sale Liquor License
- 1.4. Request to Approve New 2026 Tobacco Retailer License

Amy Evans, Public Health Director & Emma Basness, Health Educator
Dodge County Opioid Task Force Project Proposal

Ms. Evans informed the Board that the Dodge County Opioid Task Force has received requests for four projects that require approval from the board. Task Force members have provided feedback on how to fund each of them, either fully, partially, or not to fund.

The current goals of the Task Force include 1) education and prevention and 2) harm reduction. The goals have a primary focus on youth. The Task Force voted to add treatment as another goal, which would allow the option to fund any of the following projects.

Project Proposal #1:

Doc's Recovery House developing the Dodge County Peer Connect program.

The request is \$40,000.

Task Force feedback was 40% fully fund , 40% partial fund and 20% do not fund.

Project Proposal #2:

Dodge Center Ambulance wants to purchase a Lifepak 35 Monitor/Defibrillator for a SUV.

The request is \$55,891.24.

The Task Force feedback was 30% fully fund, 40% fund partially, and 30% do not fund.

Project Proposal #3:

West Concord Fire and ambulance want to purchase a Zoll X-Series Monitor/Defibrillator.

The request is for \$46,331.92.

The Task Force feedback was 30% fully fund, 50% partially fund, and 20% do not fund.

Project Proposal #4:

Dodge County Public Health would like to increase the Task Force Coordinator's FTE from a .1 FTE to a .2 FTE. Current FTE is \$11,800/year and increase would cost \$23,600/year.

This request is due to an increase in time to manage project coordination and opioid outreach work.

Task Force feedback is 80% to increase to .2 FTE and 20% to remain at .1 FTE.

Current opioid settlement fund balance is \$242,748.28. Funds are to be spent over the next 14 years with additional funds coming at an unknown time frame and amounts.

Public Health is asking the Board to provide final funding direction on each of the project proposals.

Recovery homes and sober homes were briefly discussed. Commissioner Tjosaas asked how many similar homes exist in the County beyond Doc's House and noted there is a Hope House located in Kasson.

Ms. Basness discussed the need for sober housing in the area and informed the Board that Doc's House is a recovery house rather than a sober house.

Commissioner Tjosaas reported that the Hope House would like to expand and establish additional homes in Dodge County rather than Olmsted County. Mr. Tjosaas questioned how they would access resources to support this effort.

Ms. Evans informed the Board that Doc's Recovery House is seeking to expand into Dodge County. She noted that the organization provides 24/7/365 after-hours peer support and triage phone services, and that the funds requested would not be used for housing but rather to support an additional position to assist with answering phone calls. She added that this model is different from Hope House in that it does not include a housing component.

Ms. Basness reported that there is currently no representative from the housing sector serving on the Task Force group; however, she stated that they would like to invite a housing representative to join the group.

A brief discussion took place regarding the Board's desire to utilize local resources whenever possible.

The Public Health Director stated that Dodge County is a small community and noted that individuals using the after-hours line may not wish to speak with a local provider or someone they might encounter at a store within the county.

The Dodge Center Ambulance request was reviewed.

Commissioner Allen discussed the use of the defibrillator for overdoses in Dodge County.

Ms. Evans clarified that the overdoses are documented overdoses in Dodge County that have occurred over a 3-year period.

Commissioner Allen pointed out the Dodge Center Ambulance Services has two defibrillators and suggested they get one for the West Concord Ambulance Service.

Commissioner Kenworthy clarified that the West Concord Ambulance Services has a defibrillator, it's just an older model which is at the end of its life.

Funding levels for the various requests were discussed.

Commissioner Kenworthy noted that the recommendation from the Task Force is to assist them but not fully fund the projects.

Commissioner Allen stated that the requesters haven't told them what they are asking for.

The Public Health Director reported that they are asking for the whole amount of the request.

Discussion took place regarding the Opioid Task Force funds that are available for projects.

The Health Educator stated that the Board should keep in mind that there is another ambulance service located in Hayfield. She suggested that, if this service were to request assistance in the future, the Board should consider providing funding similar to that requested by the other two ambulance services.

Commissioner Toquam discussed the projects and questioned why some of the Task Force members said no to funding some of the projects.

Ms. Basness explained that some Task Force members felt that funding projects involving the purchase of equipment or machinery was not within the group's focus.

Commissioner Allen stated that he supports offering matching funds, but he also believes the Board needs to understand what they are being asked to fund before making their decision.

Commissioner Kenworthy reported he felt the County should get as much funding as possible for these requests.

Commissioner Tjosaas stated his gut reaction was to fund the first three requests, now he thinks they should fund 50% on the first proposal.

Commissioner Toquam commented that she would be concerned about committing to fund up to 50% of a project if the requesting entity were unable to provide any matching funds. She stated that, before making funding decisions, she would like to meet with each entity to determine whether it has funds available to contribute toward the project.

It was Commissioner Allen's opinion that the Hayfield Ambulance Services should be included one way or another.

Ms. Evans informed the Board that they have reached out to the Hayfield Ambulance Service but have not heard back from them.

Commissioner Allen suggested that Commissioner Kenworthy assist Public Health staff with reaching the Hayfield Ambulance Service.

Commissioner Allen reported that he was comfortable allocating all of the opioid funds and suggested dividing the funds among the four services. He stated that he did not support retaining the funds for an extended period of time.

Commissioner Kenworthy noted that he supports using the funds for programs and opioid education efforts and stated that additional funds are expected to be received.

Commissioner Allen stated that he supports providing assistance to the ambulance crews, noting that this aligns with their intended purpose.

Commissioner Peterson reported that there are implications associated with why the opioid funds were received and stated that, as long as the funds are used for their intended purpose, he is comfortable with spending them.

The Board agreed that additional information is needed regarding what funds are available to the ambulance crews and whether the Hayfield service wishes to be included.

Motion No Vote

Kevin Venenga, Finance Director

Bills Reviewed

Mr. Venenga reviewed bills with the Board.

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

01 Revenue Fund	\$ 126,532.01
13 Road and Bridge Fund	\$ 227,692.16
16 Environmental Quality Fund	\$ 19,148.20
41 Ditch Fund	\$ 10,718.25
52 The Midway	<u>\$ 750.00</u>
Total	\$ 384,840.62

Motion Adopted [Unanimous]

Nichole Farnsworth, Employee Relations Director

Personnel Agenda Reviewed

Ms. Farnsworth presented the Personnel Agenda for the Board's consideration. The Employee Relations Director informed the Board that the personnel agenda is being amended to include the addition of C.4, C.5 and C.6.

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

A. Public Health

- A.1 Christie Agerter - PH Nurse
Step increase from C41 step 3 \$42.95 to C41 step 2 \$44.35.
Effective Date: 7/01/26
- A.2 Haakon Colwell - Health Educator
Step increase from C41 step 7 \$37.80 to C41 step 6 \$39.02.
Effective Date: 6/03/26
- A.3 Tania Olson - PH Nurse
Step increase from C42 step 4 \$43.62 to C42 step 3 \$45.04.
Effective Date: 6/27/26
- A.4 Public Health Nurse - .80 FTE

Authorization to post and fill vacancy.

Effective Date: 6/23/26

B. Land Records

B.1 Rachel Rud - Deputy Recorder

Authorization to hire at B22 step 9 \$25.30 to fill approved vacancy.

Effective Date: 7/06/26

C. Sheriff's Office

C.1 Rebekah Stoudt - 911 Dispatcher

No longer employed.

Effective Date: 6/30/26

C.2 Grant Strugnell - 911 Dispatcher

Authorization to hire at B23 step 1 \$27.24 to fill approved vacancy.

Effective Date: 6/29/26

C.3 Joel Waltz - 911 Dispatcher

Step increase from B23 step 4 \$30.65 to B23 step 5 \$31.87.

Effective Date: 6/27/26

C.4 Dawn Frieberg - Dispatch Supervisor

Step increase from C42 step 8 \$40.13 to C42 step 7 \$41.75.

Effective Date: 5/19/26

C.5 Dawn Frieberg - Dispatch Supervisor

No longer employed.

Effective Date: 7/02/26

C.6 Dispatch Supervisor

Authorization to post and fill vacancy.

Effective Date: 6/23/26

Motion Adopted [Unanimous]

Jacob Petersen, Veteran Services Officer

Request to Accept Veteran Services Donation

The Veteran Services Officer informed the Board that Peter Stuart has donated two checks to the Veteran Services department, each in the amount of \$60.92, for travel reimbursement.

Mr. Peterson is requesting authorization to accept the donations to the Veteran Services Department.

Commissioner Allen offered the following resolution (#2026-24), seconded by Commissioner Tjosaas:

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 this donation and utilize 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 donation to be used towards the operating expenses of the veteran vehicle service.

Peter Stuart donation in the amount of \$60.92

Peter Stuart donation in the amount of \$60.92

Resolution Adopted [Unanimous]

Veteran Services Mid-Year Review for 2026

Mr. Petersen shared the following information with the Board:

Total claims initiated: 88

Total claims completed: 60

- o Appeals: 8
- o Burial: 10
- o Compensation: 36
- o Healthcare: 12
- o Property Tax Exclusion: 5
- o Other: 17

Total Ride Requests completed: 41

Commissioner Tjosaas wanted to know if the Veteran Services Officer meets with the veterans face to face.

Mr. Petersen informed the Board that he typically meets face-to-face with veterans but will also conduct home visits when necessary. The Veteran Services Office noted that, due to his continued active involvement in the military and his military connections, he is sometimes contacted by veterans from other counties and is willing to assist them if that is their preference. It was also noted that he is not opposed to a Dodge County veteran working with a Veterans Service Office in another county if they choose to do so.

Commissioner Tjosaas wanted to know if he is seeing old or younger veterans.

The Veteran Services Officer informed the Board that he is beginning to see an increase in younger veterans seeking services, which he viewed as a positive development.

Commissioner Peterson reported that encouraging veterans to apply for property tax reductions is a priority. He noted that disability ratings are a free service and expressed concern that some individuals charge veterans a fee or a percentage of their benefits to provide this assistance. Mr.

Peterson stated that it is Jacob Petersen's responsibility to provide this service and asked whether efforts are being made to promote awareness of it.

The Veteran Services Office informed the Board that he emphasizes the services he provides to veterans and also highlights these services during community engagements.

The Board thanked Mr. Petersen for the update.

Motion No Vote

Duke Harbaugh, Facilities & Fleet Manager

Historical Museum Conditions Assessment

Mr. Harbaugh informed the Board that the County was awarded a grant through the State Historic Preservation Office (SHPO) to conduct a conditions assessment of the Historic Museum in Mantorville.

Since receiving the award, the Facilities & Fleet Manager has solicited and obtained proposals from three qualified firms listed in the State Preservation Directory. Representatives from all three firms have conducted on-site visits to the museum and have experience working with SHPO grants and the associated requirements that the County must follow.

The proposals provide the County with qualified options for completing the assessment in accordance with grant requirements and preservation standards.

Motion by Allen seconded by Toquam to approve and authorize the Facilities & Fleet Manager to proceed with the proposal from AWH at a cost of \$19,500.00 to conduct a conditions assessment of the Historic Museum in Mantorville as discussed.

Motion Adopted [Unanimous]

Annex South Entry Bid Rejection

The Facilities & Fleet Manager informed the Board that Dodge County contracted with Widseth to provide design and engineering services for the landscaping and south entrance improvements at the Annex building.

The original engineer's estimate for the project was \$417,837. Based on that estimate, the County Board authorized staff to publicly solicit bids. The project was advertised twice in the County's legal newspaper in accordance with bidding requirements.

Bids were opened on June 12, 2026 at 10:00 a.m. Two contractors submitted bids along with all required documentation. Benike Construction was the apparent low bidder with a bid of \$1,019,644.

The low bid exceeded the engineer's estimate and the project's budget by approximately \$600,000.

Given the significant difference between the estimated and actual construction costs, Mr. Harbaugh recommended that the Board reject all bids received and direct staff to work with the design team to evaluate opportunities for reducing the project scope and associated costs. Once revisions have been made, the project can be re-bid at a later date if deemed appropriate.

Motion by Allen seconded by Tjosaas to reject all bids for the Annex south entry improvements and landscaping as recommended.

Motion Adopted [Unanimous]

Paul Kiltinen, County Attorney

Legal Update

Mr. Kiltinen provided the Board with a legal update.

Motion No Vote

Administration Committee Report - Commissioner David Kenworthy

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

Commissioners provided their agency reports. Commissioner Allen attended a SEMREX meeting, a groundbreaking ceremony at the Olmsted County Materials Recovery Facility and a Ditch meeting. Commissioner Kenworthy attended a groundbreaking ceremony at the Olmsted County Materials Recovery Facility, a D&O Joint Powers Board meeting, a SEEMS meeting, a Workforce Development meeting, a Safety Committee meeting and a Fairview Care Center Board meeting. Commissioner Peterson attended a SEMMCHRA meeting. Commissioner Tjosaas attended a D&O Joint Powers Board meeting, a MNPrairie meeting and a Fairview Care Center Board meeting. Commissioner Toquam attended a Ditch meeting, a MNPrairie 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

Meeting Recessed

Motion by Tjosaas seconded by Toquam to recess the meeting at 6:08 p.m.

Motion Adopted [Unanimous]

Meeting Reconvened

Motion by Tjosaas seconded by Allen to reconvene the meeting at 6:30 p.m.

Motion Adopted [Unanimous]

Ryan DeCook, Land Records Director**2026 Board of Appeal and Equalization**

The Chair opened the Board of Appeal and Equalization (CBAE) meeting at 6:30 p.m. Mr. DeCook reported the 2026 Board of Equalization meeting allows members of the public to share an appeal of the valuation of their property if they have attended a Local Board of Appeal and Equalization (LBAE) meeting or are located in a jurisdiction that has converted to Open Book meetings.

Finance Director Kevin Venenga read the Oath of the Board of Equalization.

Glenn and Delores Kohrs were present and informed the Board that their parcel (08.026.0501) has increased in value by \$50,000 over the past year, despite no improvements having been made since 2001. Mr. Kohrs expressed his frustration with the value increase.

Eric Hannigan from Land Records reported that the Kohrs aren't able to appeal their value at the CBAE as they did not attend the Canisteo LBAE. They were in attendance to make sure their property wasn't being overvalued.

Commissioner Kenworthy asked for clarification on what their concern was.

Mr. Kohrs stated he was concerned with increased property value.

Mr. Hannigan reported Canisteo Township rates went up by average 8%, the Kohrs property went up 6%.

Matt Naatz from Land Records was present and clarified that residential rates in the area increased by 11%. He explained that rural property values have risen and are now being adjusted to align with current market values.

Commission Kenworthy informed the Kohrs that the State also determines where the values should be set.

Mr. Hannigan offered to come out to the Kohrs property to review it for the 2027 Assessment year.

Commissioner Kenworthy encouraged the Kohrs to take Mr. Hannigan up on his offer, noting that it is part of his role to explain property values and address questions and concerns.

Mr. DeCook noted that new home construction is increasing in the area, which he viewed as positive. He stated that construction values have been accurate over the years. He added that tillable land values have remained the same and that agricultural values have flattened.

Motion No Vote

Plat Book Discussion

Mr. DeCook reported that Dodge County has traditionally produced a plat book each year that they have new imagery. They have received their 2026 imagery and need to decide if the county wishes to continue creating a plat book. In 2023 the printing cost was \$870.31. They sell, on average, 10 plat books per year. The revenue after tax per book is \$28.08. In the 3-year period since creating the last book they basically broke even on the cost/revenue. Their overall profit was \$28.25 when comparing revenue to printing cost only.

The minimum order they can print is 50 books and they only sell 32 in total. In the 3-year period they had five books returned due to complaints about the lettering being too small, data not being updated, or imagery not being updated. If they were to create a book every year they would lose around \$500 annually.

The Director of Land Records reported modern technology is more up to date and is being used more often. People can access the same records on their phone and Land Records sees limited use of this book going forward. The Director of Land Records assumes the cost of printing is going to be much higher than in 2023. Mr. DeCook also noted it takes a lot of staff time to create the book and a lot of my time to get printing quotes, proof the book, and ensure the book was printed correctly. Other staff are impacted by the random sale of a plat book. Mr. DeCook thinks there are two options to consider, increase the cost of the plat book from \$30, or stop producing a plat book. He believes the best option is to stop creating a plat book.

Motion by Tjosaas seconded by Allen to approve and authorize the Land Records Director to cease making plat books and move to an on-line plat book option.

Motion Adopted [Unanimous]

Adjourn

Meeting Adjourned

Motion by Tjosaas seconded by Allen to adjourn the meeting at 6:44 p.m.

The next regular meeting of the Dodge County Board of Commissioners will be held on July 14, 2026 at 9:30 a.m.

Motion Adopted [Unanimous]

UNAPPROVED MINUTES OF THE DODGE COUNTY BOARD OF COMMISSIONERS REGULAR MEETING HELD JULY 14, 2026

Chair

Convene County Board Meeting

The Dodge County Commissioners met in regular session July 14, 2026, in the Board Room at the Dodge County Government Services Building, Mantorville, MN, at 9:30 a.m. Chair David Kenworthy called the meeting to order at 9:30 a.m.

Attendee Name	Title	Status	Arrived
John Allen	District 1	Present	9:30 AM
Tim Tjosaas	District 2	Absent	
Rodney Peterson	District 3	Present	9:30 AM
Rhonda Toquam	District 4	Present	9:30 AM
David Kenworthy	District 5	Present	9:30 AM

Pledge of Allegiance

The pledge of allegiance was recited.

Determine Quorum

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

Also present:

Jim Elmquist	County Administrator
Becky Lubahn	Deputy Clerk
Paul Kiltinen	County Attorney

Establish Agenda

Agenda Approved

The County Administrator informed the Board that item 13 is being added to the agenda to allow for a closed session per MN State Statute 13D.05, subdivision 3, section 1.

Motion by Peterson seconded by Toquam to approve and adopt the agenda as amended to include the addition of a closed session as item 13 on the agenda.

Motion Adopted [Unanimous]

Consent Agenda

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

Motion Adopted [Unanimous]

- 1.1. Committee of the Whole - Committee Meeting - Jun 23, 2026 4:40 PM
- 1.2. Board of Commissioners - Regular Meeting - Jun 23, 2026 5:00 PM
- 1.3. Final Payment for SAP 020-603-015

Noah Baumgarten, County Engineer

**Resolution for Agreement to State Transportation Fund Local Bridge Replacement
Program Grant Terms and Conditions SAP 020-624-028**

This year the Highway Department will be constructing Bridge No. 20J61 on C.S.A.H. 24, approximately 2 miles west of T.H. 57. Funding for the project will be from State Bridge Bond Funds in the amount of \$165,950.00 in the form of a Local Bridge Replacement Program (LBRP) Grant and local dollars in the amount of \$215,274.60.

In order to utilize the bond funds for their project the County must pass a resolution accepting the terms of the funds as laid out in Minnesota Statutes, section 174.50, subdivision 5. This clause states that we will use the funds only for the stated project and any expenditures in excess of the bonds will be secured through local sources.

Commissioner Allen offered the following resolution (#2026-24), seconded by Commissioner Toquam:

WHEREAS, Dodge County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Bridge No. 20J61; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this bridge is available; and

WHEREAS, the amount of the grant has been determined to be \$165,950.00 by reason of the lowest responsible bid.

NOW THEREFORE BE IT RESOLVED THAT, Dodge County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge but not required. The proper county officers are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

Resolution Adopted [Unanimous]

Nichole Farnsworth, Employee Relations Director

Personnel Agenda Reviewed

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

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

A. Environmental Services

A.1 Mark Brannan - SW Operator

Authorization to change status from SW Operator III step 9 \$30.98 to SW Operator I step 9 \$25.94.

Effective Date: 6/29/26

B. Highway

B.1 Noah Baumgarten - County Engineer

Step increase from E83 step 6 \$71.23 to E83 step 5 \$73.37.

Effective Date: 7/05/26

C. Public Health

C.1 Mayra Rodriquez - Community Health Worker

Step increase from B23 step 8 \$27.75 to B23 step 7 \$28.65.

Effective Date: 7/18/26

C.2 Nichele Thompson - Administrative Assistant

Authorization to hire at B23 step 9 \$23.71 to fill approved vacancy.

Effective Date: 7/20/26

C.3 Derrick Fritz - Health Educator

Authorization to hire at C41 step 8 \$36.61 to fill approved vacancy.

Effective Date: 8/10/26

D. Sheriff's Office

D.1 Joshua Anderson - Deputy Sheriff

Authorization to hire at C41 step 1 \$34.40 to fill approved vacancy.

Effective Date: 7/06/26

Motion Adopted [Unanimous]

Kevin Venenga, Finance Director

Bills Reviewed

Mr. Venenga reviewed bills with the Board.

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

01 Revenue Fund	\$ 382,156.22
11 Human Services Fund	\$ 4,167.50
13 Road and Bridge Fund	\$ 110,257.28
16 Environmental Quality Fund	\$ 114,324.42
19 Eda/Hra-Dodge County	\$ 8,085.00
37 Debt Fund-County Go	\$ 75,770.00
80 Agency Fund	\$ 860.00
Total	\$ 695,620.42

Motion Adopted [Unanimous]

Paul Kiltinen, County Attorney**Resolution Approving State of Minnesota Joint Powers Agreements with the County of Dodge on Behalf of its County Attorney and Sheriff**

Included in the Board packet for consideration were BCA Contract renewals for Board approval and signatures.

Commissioner Allen offered the following resolution (#2026-25), seconded by Commissioner Toquam:

WHEREAS, the County of Dodge on behalf of its County Attorney and Sheriff desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the County is eligible. The Joint Powers Agreements further provide the County with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the County to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Dodge, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the County of Dodge on behalf of its County Attorney and Sheriff are hereby approved.
2. That the Dodge County Sheriff, Scott Rose, or his successor, is designated the Authorized Representative for the Sheriff. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State. To assist the Authorized Representative with the administration of the agreement, Deputy Chief Ryer Anderson is appointed as the Authorized Representative's designee.
3. That the Dodge County Attorney, Paul Kiltinen, or his successor, is designated the Authorized Representative for the County Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State. To assist the Authorized Representative with the administration of the agreement, Shannan Thompson, Dodge County Attorney Paralegal, is appointed as the Authorized Representative's designee.
4. That David Kenworthy, the Chair of the Dodge County Board, and Jim Elmquist, the County Administrator, are authorized to sign the State of Minnesota Joint Powers Agreements.

Resolution Adopted [Unanimous]

Legal Update

Mr. Kiltinen provided the Board with a legal update.

Motion No Vote

Catherine Grondin, Zoning Administrator

Planning Commissioner Recommendations Reviewed

Ms. Grondin presented for the Board's consideration the July 1, 2026 Planning Commission recommendations.

The Zoning Administrator discussed IUP #26-07 Rohwer.

Motion by Allen seconded by Peterson to approve of the following action of the Planning and Zoning Commission as reviewed on July 1, 2026 with the reasons, recommendations and conditions as found in the individual permit:

IUP #26-07 Rohwer

The first public hearing is to consider an application for Interim Use Permit #26-07 to allow for a nonmetallic mining operation on approximately 10.35-acres of the total 42.84-acres, in the Agricultural District, located in Section 16, Wasioja Township. The applicant is William Rohwer, and the property owner is William Rohwer Trust.

RECOMMENDATIONS

If the Planning Commission determines that conditions are adequate to mitigate anticipated impacts and approval is granted, the following conditions are recommended. The permittee is put on notice that the violation of any of the conditions of the IUP may result in termination of the permit. In the event the permit is terminated, the business shall be required to cease until the applicant re-applies for and obtains a new IUP.

1. Permit is issued for 25 years. The applicant may request an extension for up to three (3) years if the request is received in writing 90 days before the expiration date of July 14th, 2051. Extension of the permit is at the discretion of the County Board upon recommendation of the Planning Commission.
2. Mining operations (including hauling) will occur April through November, Monday through Friday, from 7 a.m. to 7 p.m.
3. As stated by the applicant, reclamation will cost \$244,150. Therefore, the applicant shall provide a cash escrow or bond in the amount of \$244,150 for reclamation of the site and roads.
4. No trucks leaving the pit shall exceed spring load restrictions.
5. The pit owner is required to provide dust control in front of each residence along the haul routes from the mining pit to the first paved road.

6. Proof of compliance with MPCA's Stormwater Permitting requirements and a copy of the SWPPP shall be provided to the Environmental Services Department to be included with the IUP prior to any land disturbing activities. (Coverage under MNG000049.)
7. Proof of compliance with MPCA's Air Quality Permit, should one be needed, shall be provided to the Environmental Services Department to be included with the IUP prior to any land disturbing activities.
8. Proof of compliance with DNR Water Appropriations permit requirements for all water use during material processing shall be provided to Environmental Service Department to be included with the IUP prior to water use activities.
9. To protect the Teapail and Wasioja WMAs, proof of DRN's approval shall be provided to the Environmental Services Department to be included with the IUP prior to any land disturbing activities.
10. Mining of materials shall occur no closer than 200 feet from wetlands regulated under the Minnesota Wetland Conservation Act (WCA).
11. Stockpiles near wetlands should include active erosion control, such as silt fence, between the stockpile and wetland. If any tile line or dewatering is proposed, the site will need to be reviewed for wetland drainage issues as well.
12. The property lines and setback to wetlands shall be surveyed and staked prior to any land disturbing activities. A survey showing the location of mined activities on site shall be provided to the Environmental Service Department every 5 years to ensure that mining activities meet all required setbacks.
13. Nuisance complaints shall result in review of the IUP by the Planning Commission and County Board.

Motion Adopted [Unanimous]

Ms. Grondin discussed ZA #26-03 Chapter 16.

ZA #26-03 Chapter 16

The second public hearing is to consider an application for Zoning Amendment #26-03 to Chapter 16 of the Dodge County Zoning Ordinance. To view the proposed language a copy will be available at the Dodge County Finance Office, the Dodge County Environmental Services Office and on the County web site:

[www.co.dodge.mn.us/Departments/Environmental Services/Public Hearings](http://www.co.dodge.mn.us/Departments/Environmental%20Services/Public%20Hearings).

Commissioner Peterson offered the following resolution (#2026-26), seconded by Commissioner Allen:

WHEREAS, amendments of Chapter 16 (Performance Standards) are proposed to clarify the intent and establish clear requirements for outdoor cannabis cultivation, which is allowable in the Agricultural zoning district under a Conditional Use Permit (CUP); and

WHEREAS, a summary of the language to be amended in Chapter 16 (Performance Standards) has been published in the legal newspaper on June 18th, 2026 and posted upon the county website; and

WHEREAS, a public hearing on the proposed amendments was held by the Dodge County Planning Commission on July 1st, 2026; and

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

WHEREAS, the Planning Commission recommended approval of the proposed amendment to Chapter 16 (Performance Standards) to the Dodge County Board of Commissioners; and

WHEREAS, the Dodge County Board of Commissioners adopted the proposed amended Chapter 16 (Performance Standards) at its July 14th, 2026 meeting.

THEREFORE, BE IT RESOLVED, that the County Board of Dodge County hereby adopts the amendment to Chapter 16 (Performance Standards)
Resolution Adopted [Unanimous]

Administration Committee Report - Commissioner David Kenworthy

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

Annual TIF Report - City of Hayfield

Included in the board packet was a copy of the report submitted by the City of Hayfield regarding the Tax Increment Financing (TIF) projects that are active in the City of Hayfield. The information is required to be presented to the Board annually, showing the results of the TIF districts.

Motion No Vote

Agency Report

Commissioners provided their agency reports. Commissioner Allen attended Environmental Services Director interviews. Commissioner Kenworthy attended Environmental Services Director interviews. Commissioner Peterson attended a Performance Measurement Group meeting and a Support for Mental Health Group meeting. Commissioner Tjosaas was not available to report on his meeting attendance. Commissioner Toquam attended a MNPrairie Transition meeting and a County Board meeting.

Motion No Vote

There were no Other Deferred Business Items to discuss.

Motion No Vote

Closed Session

The Chair closed the meeting to the public at 9:56 a.m. to go into closed session per MN State Statute 13D.05, subdivision 3, section 1.

Motion No Vote

Meeting Opened to the Public

Motion by Toquam seconded by Peterson to open the closed session to the public at 10:42 a.m.

Motion Adopted [Unanimous]

Adjourn**Meeting Adjourned**

Motion by Toquam seconded by Peterson to adjourn the meeting at 10:43 a.m.

The next meeting of the Dodge County Board of Commissioners will be held on July 28, 2026 at 5:00 p.m.

Motion Adopted [Unanimous]

MANTORVILLE FIRE DEPARTMENT

August 2026 General Meeting

Call to Order:

- The meeting was called to order at: 19:32

Members in Attendance:

- JJ, Dave, Paul, Russ, Scott, Nate B, Joey, Troy, Duke, Nate, Ryan, Logan, Maddox

Chief's Report:

- Thank you to everyone that helped out this month with all the activities
- Thank you to Ryan/Duke/Orion for all the coordination done
- 911 Memorial Event at Kasson Fire Hall, 5:30 - 7 pm,
- Transportation Fair at KMTelecom Stadium Parking Lot on Thursday Sept 17, 5 - 7 pm
- 2 - New Applicant - Both are first responder only
- List of items considered surplus that the city can dispose of:
 - Portable Air Compressor - motion Duke, Nate 2nd, approved
 - Light Bar
 - Items off of old grass rig and the vehicle itself
 - Wheels and tires off of new chassis
 - Old saws in storage shed - Motion Russ, seconded Nate, approved
- Grass Rig - Status
 - Waiting on fenders for front wheels
 - Final bill received - \$16k over budget - discussion occurred surrounding options added and the related overage

Assistant Chief:

- Events - Thanks to members for helping out at Berne

Fire Marshall:

- Nothing to report

Training Officer:

- Fit testing - Wednesday before Marigold Days if available - Nate to check with Med Compass

EMR Officer:

- Please ensure rig in on the way before hitting arriving
- If you are a ways out(5+ miles) and responding, please call so we do no wait or do not hit responding on Active911 - especially medicals

Equipment:

- Waiting on pricing on accountability tags
- Extractor and dryer here on pallets

Vehicles:

- Betsy- In our Shed -
- Pumper 1- Right back up light out
- Pumper 2 -
- Chevy Pick Up -
- Tanker 1 -
- Tanker 2 -
- Grass Rig -
- Rescue Truck - ABS light on
- New truck -

Treasurer

- \$374.61 - Motion by Troy to approve, seconded Russ,, motion approved

New Business:

- Server training date - to be coordinated
- Water fight event for novice bystanders discussed - Paul to check with City
- Gun Club (272nd) to be closed in the next 2 weeks

Old Business:

- None

Active Committees:

- OSHA/Safety and Accountability: Ryan, Nate S, Kitzy
- Radios: Paul, Ryan, Duke - new radios on the coat rack - first come
- SOG'S/Personnel: Duke, Dave, Annabelle, Paul, Logan, Troy -
- Uniform's: Orion, Annabelle, Nate S., Ryan, Troy - Shirts on order
- Explorer program: Nate B., Nate S., Duke
- Truck/Equipment- Paul, Nate B., Joey, Nate S., Orion
- Grants- Duke, Nate S., Ryan, Annabelle

Point Report:

- Motion made by: Russ, 2nd by Joey
 - Motion approved.

Calendar:

- Aug 9 - 0900, 1200 - Kasson Parade - washing and line-up
- Aug 12 - 1830 - First Responder Training
- Aug 19 - 1830 - Fire/Rescue Training
- Aug 26 - 1830 - Officer's Meeting (SOG's)
- Sept 2 - First Wednesday
 - 1830 - Maintenance
 - 1900 - Meal (Orion, Nate S)

- 1930 - Meeting
- Sept 9 - Hall Clean up
- Sept 10 - Food Prep
- Sept 11 - 1730-1900 - 911 Memorial at Kasson Fire Hall
- Sept 17 - 1700-1900 - Transportation Fair at KMTelecom Stadium Parking Lot

Meeting Adjourned at 20:20

Call List

Dodge County Sheriffs Office					
Call#	Reported Date	CAD CFS	Location	Common Name	Add'l Disposition Unit#
26-005503	07/31/26 04:08	Assist Other Agency	22 6th St E;Mantorville	Dodge County Sheriffs Office	3135
26-005484	07/29/26 23:02	911 Call / Hangup / Open	22 6th St E; Mantorville	Dodge County Sheriffs Office	
26-005483	07/29/26 21:28	Traffic	Main St N/Cemetery Rd; Mantorville		3122
26-005482	07/29/26 21:12	Traffic	Main St N/Cemetery Rd; Mantorville		3122
26-005455	07/28/26 18:51	Paper Service	821 West St; Mantorville		3177
26-005442	07/28/26 14:08	Drone Deployment	22 6th St E; Mantorville	Dodge County Sheriffs Office	3162
26-005439	07/28/26 12:28	Suspicious Activity	715 Chestnut St; Mantorville		3135
26-005436	07/28/26 11:26	Paper Service	821 West St; Mantorville		3162

Call List

Call#	Reported Date	CAD CFS	Location	Common Name	Add'l Disposition	Unit#
26-005397	07/26/26 14:05	911 Call / Hangup / Open	49 Leprechaun Ln; Mantorville			
26-005395	07/26/26 13:34	Drone Training	721 Main St N; Mantorville	Government Services Building		3135
26-005387	07/25/26 22:15	Traffic	9th St W/West St; Mantorville			3122
26-005372	07/25/26 07:00	Posse Event	22 6th St E; Mantorville	Dodge County Sheriffs Office		3962
26-005369	07/24/26 22:47	Traffic	Main St N/5th St W; Mantorville			3122
26-005367	07/24/26 20:57	Traffic	Main St N/617th St; Mantorville			3122
26-005351	07/24/26 11:55	Intel	22 6th St E; Mantorville	Dodge County Sheriffs Office		3135
26-005349	07/24/26 10:30	Welfare Check				3143

Call List

Call#	Reported Date	CAD CFS	Location	Common Name	Add'l Disposition	Unit#
26-005299	07/22/26 19:52	Ambulance Run	215 9th St W; Mantorville			3177
26-005290	07/22/26 13:05	Intel	22 6th St E; Mantorville	Dodge County Sheriffs Office		
26-005285	07/22/26 10:00	Follow-Up	22 6th St E; Mantorville	Dodge County Sheriffs Office		3115
26-005283	07/22/26 00:52	Property Check	611 East St; Mantorville	Rosies Pampered Puppies		3122
26-005278	07/21/26 20:58	Property Check	220 3rd St W; Mantorville			3122
26-005264	07/21/26 10:45	Follow-Up	22 6th St E; Mantorville	Dodge County Sheriffs Office		
26-005258	07/21/26 08:22	Mv Theft	220 3rd St W; Mantorville			3143
26-005249	07/21/26 01:49	Property Check	611 East St; Mantorville	Rosies Pampered Puppies		3122
26-005248	07/21/26 00:44	Traffic	Main St N/4th St W; Mantorville			3122
26-005247	07/21/26 00:33	Suspicious Activity	321 Main St N; Mantorville	Riverside Park Mantorville		3122
26-005229	07/20/26 07:06	Weather Complaint	22 6th St E; Mantorville	Dodge County Sheriffs Office		

Call List

Call#	Reported Date	CAD CFS	Location	Common Name	Add'l Disposition	Unit#
26-005204	07/18/26 22:28	Harassment	702 6th St W; Mantorville			3177
26-005200	07/18/26 21:19	Noise Complaint	327 5th St E; Mantorville			3177
26-005183	07/18/26 06:02	Intel	Walnut St/6th St W; Mantorville			3162
26-005159	07/17/26 03:36	911 Call / Hangup / Open	705 Walnut St; Mantorville			

Call List

Call#	Reported Date	CAD CFS	Location	Common Name	Add'l Disposition	Unit#
26-005154	07/16/26 18:52	Ambulance Run	211 5th St W; Mantorville	Dodge County Sheriffs Office		
26-005151	07/16/26 18:29	Public Assist/Event	22 6th St E; Mantorville			
26-005150	07/16/26 18:22	Public Assist/Event	22 6th St E; Mantorville			
26-005147	07/16/26 14:55	Apprehension Order	22 6th St E; Mantorville	Dodge County Sheriffs Office		3143
26-005137	07/16/26 10:54	911 Call / Hangup / Open	22 6th St E; Mantorville	Dodge County Sheriffs Office		
26-005134	07/16/26 08:54	Civil	202 9th St W; Mantorville			

Call List

Call#	Reported Date	CAD CFS	Location	Common Name	Add'l Disposition	Unit#
26-005085	07/14/26 21:23	Suspicious Activity	22 6th St E; Mantorville	Dodge County Sheriffs Office		
26-005071	07/14/26 12:24	Person In Crisis				3126
26-005055	07/13/26 17:27	Missing Person	22 6th St E; Mantorville	Dodge County Sheriffs Office		
26-005037	07/13/26 06:58	Follow-Up	Main St N/5th St E; Mantorville			3162
26-005031	07/12/26 17:49	Ambulance Run	915 Chestnut St; Mantorville			
26-005005	07/11/26 17:59	Public Assist/Event	501 Main St N; Mantorville	Mantorville Saloon		

Call List

Call#	Reported Date	CAD CFS	Location	Common Name	Add'l Disposition	Unit#
26-004996	07/11/26 13:03	Public Assist/Event	606 Golfview Ct; Mantorville			3117
26-004989	07/11/26 08:39	Suspicious Activity	21 5th St W; Mantorville	Mantorville Post Office		3117
26-004960	07/10/26 11:18	Ambulance Run	209 5th St W; Mantorville			
26-004957	07/10/26 07:54	Apprehension Order	22 6th St E; Mantorville	Dodge County Sheriffs Office		3135
26-004943	07/09/26 14:48	Mv Crash	Main St E/1st Ave NE; Mantorville			3115
26-004924	07/08/26 13:59	Weather Complaint	22 6th St E; Mantorville	Dodge County Sheriffs Office		
26-004917	07/08/26 07:27	Arson	321 Main St N; Mantorville	Riverside Park Mantorville		3162
26-004913	07/08/26 03:41	Public Assist/Event	22 6th St E; Mantorville	Dodge County Sheriffs Office		3122
26-004911	07/08/26 01:14	Follow-Up	22 6th St E; Mantorville	Dodge County Sheriffs Office		3153
26-004895	07/07/26 18:12	Follow-Up	505 10th St W; Mantorville			3122
26-004875	07/07/26 01:38	Property Check	611 East St; Mantorville	Rosies Pampered Puppies		3122
26-004872	07/06/26 21:56	Suspicious Activity	505 10th St W; Mantorville			3122
26-004868	07/06/26 19:34	Mv Crash	5th St E/Main St N; Mantorville			3122

Call List

Call#	Reported Date	CAD CFS	Location	Common Name	Add'l Disposition	Unit#
26-004869	07/06/26 19:33	Mv Crash	420 Main St N; Mantorville	Chocolate Shoppe		
26-004865	07/06/26 18:23	Follow-Up	22 6th St E; Mantorville	Dodge County Sheriffs Office		3121
26-004795	07/03/26 15:50	911 Call / Hangup / Open	920 Walnut St; Mantorville			3175

Dodge County Sheriff's Office
22 6th St E
Mantorville, MN 55955

Call List

Call#	Reported Date	CAD CFS	Location	Common Name	Add'l Disposition	Unit#
26-004789	07/03/26 08:19	Paper Service	22 6th St E; Mantorville	Dodge County Sheriffs Office		3175
26-004785	07/03/26 01:21	Property Check	611 East St; Mantorville			3122
26-004774	07/02/26 17:16	Property Check	611 East St; Mantorville			3153
26-004756	07/02/26 02:22	Property Check	611 East St; Mantorville			3122
26-004741	07/01/26 14:51	Follow-Up	22 6th St E; Mantorville	Dodge County Sheriffs Office		
26-004725	07/01/26 09:40	Intel	22 6th St E; Mantorville	Dodge County Sheriffs Office		3135
26-004718	07/01/26 01:24	Property Check	611 East St; Mantorville			3176



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization <u>Mantorville Fire Relief Asso</u>		Date of organization <u>10-1-1982</u>	Tax exempt number <u>3305044</u>
Organization Address (No PO Boxes) <u>21 5th ST E</u>	City <u>Mantorville</u>	State <u>MN</u>	Zip Code <u>55955</u>
Name of person making application <u>David Gilbertson</u>	Business phone <u>507-635-5440</u>		Home phone <u></u>
Date(s) of event <u>9-12-26 & 9-13-26</u>	Type of organization ☐ Microdistillery ☐ Small Brewer ☐ Club ☒ Charitable ☐ Religious ☐ Other non-profit		
Organization officer's name <u>David Gilbertson</u>	City <u>Mantorville</u>	State <u>MN</u>	Zip Code <u>55955</u>
Organization officer's name <u></u>	City <u></u>	State <u>MN</u>	Zip Code <u></u>
Organization officer's name <u></u>	City <u></u>	State <u>MN</u>	Zip Code <u></u>

Location where permit will be used. If an outdoor area, describe.

Fire hall

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

Essig Agency

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

<u>City of Mantorville</u> City or County approving the license <u>N/A</u>	Fee Amount <u></u>
Event in conjunction with a community festival ☒ Yes ☐ No <u>1, 111</u>	Current population of city <u>Gretchen Lohrbach</u>
Please Print Name of City Clerk or County Official	

Date Approved <u>9/12/26 - 9/13/26</u>
Permit Date <u>info@mantorville.com</u>
City or County E-mail Address
Signature City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event

No Temp Applications faxed or mailed. Only emailed.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization <u>Mantorville Restoration Association</u>		Date of organization <u>Aug 29, 1967</u>	Tax exempt number <u>41-605-6629</u>
Organization Address (No PO Boxes) <u>5 5th Street W (PO Box 311)</u>	City <u>Mantorville</u>	State <u>MN</u>	Zip Code <u>55955</u>
Name of person making application <u>Stacey Pappas</u>	Business phone <u></u>		Home phone <u></u>
Date(s) of event <u>Sept 12th & 13th</u>	Type of organization ☐ Microdistillery ☐ Small Brewer ☐ Club ☒ Charitable ☐ Religious ☐ Other non-profit		
Organization officer's name <u>MRA Stacey Pappas (Sec.)</u>	City <u>Mantorville</u>	State <u>MN</u>	Zip Code <u>55955</u>
Organization officer's name <u></u>	City <u></u>	State <u>MN</u>	Zip Code <u></u>
Organization officer's name <u></u>	City <u></u>	State <u>MN</u>	Zip Code <u></u>

Location where permit will be used. If an outdoor area, describe.

Greek Revival 411 Clay St.

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

Stevenson Insurance approx. \$850

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City of Mantorville
City or County approving the license
N/A
Fee Amount

9/12/26 - 9/13/26
Date Approved
Permit Date
info@mantorville.com
City or County E-mail Address

Event in conjunction with a community festival ☒ Yes ☐ No

1,111
Current population of city
Gretchen Lohrbach
Please Print Name of City Clerk or County Official

Signature City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event

No Temp Applications faxed or mailed. Only emailed.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

**PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY
PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY
CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**

2905 South Broadway
Rochester, MN 55904-5515
Phone: 507.288.3923
Email: rochester@whks.com
Website: www.whks.com



August 5, 2026

City of Mantorville
21 5th Street East
P.O. Box 188
Mantorville, MN 55955

RE: Mantorville, MN
CSAH 15 Lift Station
Pay Request No. 4

Dear Honorable Mayor and City Council:

Enclosed is Pay Request No. 4 for work on the above referenced project. We recommend payment in the amount of \$73,420.04 to:

Winona Mechanical, Inc.
1210 East 7th Street
Winona, MN 55987

Please contact me if you have any questions.

Sincerely,

WHKS & co.

A handwritten signature in blue ink, appearing to read "Scott Huneke", is written over a horizontal line.

Scott Huneke, P.E.

SH/cpf

Enclosure

cc: Fran Modjeski, Winona Mechanical, Inc
Cory Felderman, WHKS (10063)

PARTIAL PAYMENT ESTIMATE
FOR CONSTRUCTION WORK COMPLETED

Project: 10063 CSAH 15 Lift Station
Project No.: 10063.00
Location: Mantorville, MN
Contractor: Winona Mechanical, Inc

Bid Price: \$864,535.00
Date: Aug. 5, 2026
Estimate #: 4
% Complete: 57%

Item No.	Description	Contract Quantity	Unit	Unit Price	Quantity Completed Previous Estimates	Quantity Completed This Estimate	Quantity Completed to Date	Total
1	MOBILIZATION	1.00	LUMP SUM	\$43,000.00	1		1	\$43,000.00
2	REMOVE BITUMINOUS PAVEMENT	160.00	SQ YD	\$8.50	73	26	99	\$841.50
3	REMOVE CONCRETE PAVEMENT	8.00	SQ YD	\$20.00	-		-	\$0.00
4	EXPLORATORY EXCAVATION	5.00	HOURL	\$405.00	2		2	\$810.00
5	EXCAVATION - COMMON (P)	45.00	CU YD	\$20.00	20	10	30	\$600.00
6	SELECT GRANULAR EMBANKMENT (P)	175.00	CU YD	\$43.00	87.5	87.5	175.0	\$7,525.00
7	AGGREGATE BASE, CLASS 5 (P)	45.00	CU YD	\$73.00	15		15	\$1,095.00
8	AGGREGATE DRIVEWAY SURFACING	30.00	CU YD	\$73.00	-		-	\$0.00
9	AGGREGATE FOR PIPE FOUNDATION (CV)	100.00	CU YD	\$50.00	-		-	\$0.00
10	TYPE SP 9.5 WEARING COURSE MIXTURE (2:B)	50.00	TON	\$177.25	-		-	\$0.00
11	CONNECT TO EXISTING SANITARY FORCEMAIN	2.00	EACH	\$9,940.00	-		-	\$0.00
12	CONSTRUCT STRUCTURE TYPE 3 (48")	6.00	EACH	\$6,185.00	4	2	6	\$37,110.00
13	CONSTRUCT METERING MANHOLE	1.00	EACH	\$18,771.00	-		-	\$0.00
14	RELOCATE SAMPLER	1.00	EACH	\$10,710.00	-		-	\$0.00
15	8" GATE VALVE & BOX - WET TAP	2.00	EACH	\$8,073.00	-	2	2	\$16,146.00
16	8" GATE VALVE & BOX	2.00	EACH	\$3,675.00	-		-	\$0.00
17	8" PVC SANITARY SEWER	1005.00	LIN FT	\$63.50	875	109	984	\$62,484.00
18	8" SANITARY PIPE BY HDD	530.00	LIN FT	\$94.50	532		532	\$50,274.00
19	8" FORCEMAIN	30.00	LIN FT	\$68.00	-	30	30	\$2,040.00
20	REMOVE & REINSTALL 48" RCP APRON/CULVERT	14.00	LIN FT	\$227.00	-	7	7	\$1,589.00
21	DUCTILE IRON FITTINGS	250.00	POUND	\$20.00	-	92	92	\$1,840.00
22	TRAFFIC CONTROL	1.00	LUMP SUM	\$910.00	1		1	\$910.00
23	STABILIZED CONSTRUCTION EXIT	1.00	LUMP SUM	\$900.00	-		-	\$0.00
24	SILT FENCE; TYPE MS	600.00	LIN FT	\$2.50	555		555	\$1,387.50
25	SEDIMENT CONTROL LOG TYPE STRAW	200.00	LIN FT	\$3.75	160	231	391	\$1,466.25
26	COMMON TOPSOIL BORROW	150.00	CU YD	\$1.00	-		-	\$0.00
27	ROLLED EROSION PREVENTION CATEGORY 20	6000.00	SQ YD	\$2.00	-	3,507	3,507	\$7,014.00
28	TURF ESTABLISHMENT	6000.00	SQ YD	\$1.00	-	3,507	3,507	\$3,507.00
29	CONSTRUCT LIFT STATION, VALVE VAULT AND PIPING	1.00	LUMP SUM	\$208,070.00	0.8000	0.1000	0.9000	\$187,263.00
30	ELECTRICAL & SUPERVISORY CONTROL INSTALL, AND F&I GENERATOR	1.00	LUMP SUM	\$198,450.00	0.2646		0.2646	\$52,509.87
31	SUPPLY SUPERVISORY CONTROL EQUIPMENT	1.00	LUMP SUM	\$127,410.00	0.1092		0.1092	\$13,913.17

Total Work Completed \$493,325.29

Less 5% Retainage \$24,666.26
Less Previous Payments \$395,238.99

Net Payment this Estimate \$73,420.04

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION 2026-20

**A RESOLUTION DECLARING CERTAIN PROPERTY SURPLUS
AND AUTHORIZE THE SALE OF SUCH PROPERTY**

WHEREAS, the following items have been replaced or are no longer needed by the City:

1. 1976 GMC 5500 4 Wheel Drive, with water tank and water pump
2. 2026 Ford F-550 Super Duty Front Bumper Assembly
3. 2026 Ford F-550 Super Duty 225/70R19.5 Continental Conti HDR 5 128/126N tires mounted(6)
4. 2026 Ford F-550 Super Duty Wheel Simulators Rim Liner Hubcaps (4)
5. 2026 Ford F-550 Super Duty Front Stabilizer Bar – HC3C-5494-ED-M3H5H
6. 2026 Ford F-550 Super Duty Track Bar Bracket – PC-3C-3A094-AA
7. 2026 Ford F-550 Super Duty Shocks – PC3C.18045.HA (4)
8. 2026 Ford F-550 Super Duty OEM Center Console Jump seat
9. 2026 Ford F-550 Super Duty Misc. Suspension parts
10. Mako Portable Breathing Air Compressor with Trailer and 4 -5000 air cylinders
11. Fuel Tank for Briggs & Stratton engine
12. Partner K Saw
13. Echo Chain Saw
14. Lightbar

NOW, THEREFORE, BE IT RESOLVED, that the Mantorville City Council declares that:

- 1) The above listed items are declared surplus property; and
- 2) The above listed items are authorized to be sold.

Adopted by the City Council of the City of Mantorville, Minnesota, this 10th day of August, 2026.

ATTEST:

Jeffrey Ingalls
Mayor

Gretchen Lohrbach
City Clerk-Treasurer

PUBLIC HEARING NOTICE

Notice is hereby given that the Mantorville City Council will hold a public hearing on Monday, August 10, 2026, starting at 6:30 p.m., or as soon as reasonably practical thereafter, in the City Council Chambers located at 21 5th Street East, Mantorville, Minnesota:

1. To consider an application to re-zone a property located at 421 Clay Street, Mantorville, Minnesota (PID No. 25.100.0184) from C-1 to R-2; and

All interested persons may attend the hearing and provide comments. If you are unable to attend the meeting, written comments may also be submitted to the City Council prior to the public hearing via email (gretchen@mantorville.com) or dropped off or mailed to City Hall, 21 5th Street East, Mantorville, MN 55955. All written comments submitted prior to the public hearing will be presented to the City Council. Following the public hearing, the City Council will consider and possibly approve the applications.

Gretchen Lohrbach
City Clerk Treasurer

Date: July 24, 2026.

**CITY OF MANTORVILLE
APPLICATION FOR REZONING**

Fee \$400.00

- (A) Applicant's Name Three Cord Homes LLC Phone 715-281-0451
- (B) Address ~~1005 9th Ave NW Byron, MN 55920~~ 421 Clay St Mantorville, MN
- (C) Legal Description of Property Sect 16 twp 107 range 016 original plat lot 6-7 and N 1/2 lot 8 blk 2
- (D) Property Owner's Name (if different from above) Seim Properties, LLC
Address 21 8th St E, Mantorville Phone _____
- (E) Description of Request Rezone to R-2 w/ PUD approval
- (F) Reason(s) for Request Property is currently zoned commercial. We are looking to rezone w/ PUD to build (4) 1200 sq patio homes.
- (G) Present Zoning Classification C-1 Rezone to R-2
- (H) Existing Use of Property Vacant

No application for a rezone shall be considered by the Council within a 1-year period following a denial of the request unless, in the opinion of the Council, new evidence or a change in circumstances warrant it.

The undersigned certifies that they are familiar with application fees and other associated costs (City Attorney Fees, Consultant Fees, and Recording fees) that must be paid before Council can grant approval, and also with the procedural requirements of the Mantorville City Code and other applicable City Ordinances. Submittal of the application, required information and fee does not guarantee the approval to rezone property. Additional information may be needed or conditions may exist that would prevent the request.

Applicants Signature

07-23-26
Date

Property Owner Signature (if different from Applicants)

7-23-26
Date

FOR OFFICE USE ONLY

Date Submitted 7/23/26 Date Accepted 7/28/26 Fee Paid \$400

Public Hearing Date: 8/10/26

(Circle one) Approved Denied by the City Council on _____.

If approved, the following conditions were prescribed:

1. _____
2. _____
3. _____
4. _____

If denied, denial was for the following reason(s): _____

PROCEDURES: The procedure for obtaining a Rezoning classification IS as follows:

1. The property owner or his agent shall file the completed application together with the required exhibits and pay a filing fee as established by the City Council.
2. When the City Clerk determines the application to be complete the public hearing date will be set.
3. The City Clerk shall publish a notice of the Public Hearing at least once in the legal newspaper not less than ten (10) days prior to the hearing.
4. The City Clerk shall give written notice to all property owners within 350 feet of the outer boundaries of the property in question; however, failure of any property owner to receive such notification shall not invalidate the proceedings.
5. The City Council shall take action to approve or deny the application within sixty (60) days of receiving a completed application. If the Council cannot take action to approve or deny the application within these sixty (60) days, the Council may extend the timeline for taking action before the end of the initial 60-day period by providing written notice of the extension to the applicant. The notification shall state the reasons for the extension and its anticipated length, which may not exceed sixty (60) days unless approved by the applicant in writing.
6. The City Council shall act upon the application within thirty (30) days after the Public Hearing.
7. No application for a Rezone shall be considered by the City Council within a one (1) year period following a denial of such request, except that the City Clerk may permit a new application to be filed if new evidence or a change in circumstances warrant it.

REQUIRED EXHIBITS FOR REZONES

The following exhibits shall be required:

- | | |
|---|---|
| ☒ Yes ☐ No | 1. A completed application form |
| ☒ Yes ☐ No | 2. An accurate boundary description of the property. Please include a complete certified survey of the property with the application. |
| ☒ Yes ☐ No | 3. Evidence of ownership or enforceable option on the property |
| ☒ Yes ☐ No | 4. An accurate drawing, at scale, showing property lines, locations of existing buildings and proposed project. |

NOTE: SUBMITTAL OF THE REQUIRED INFORMATION DOES NOT GUARANTEE THE ISSUANCE OF A REZONE. ADDITIONAL INFORMATION MAY BE NEEDED OR CONDITIONS MAY EXIST THAT WOULD PREVENT THE ACTUAL GRANTING OF A REZONE.

Preliminary Development Plan Only

CITY OF MANTORVILLE APPLICATION FOR SUBDIVISION REPLAT (3 OR MORE LOTS) \$350 + \$1.00 per lot & All Associated Costs & City Consultant Fees

Date Filed 7/23/26

Date Fee Paid 7/27/26

Date Considered Complete _____ (60 day rule begins)

Street Address of Property 421 Clay St Mantorville

Legal Description of Property Sec 16 Twp -107 range -016 original Plat lot 6-7 & N 1/2 lot 8 blk 2

PID# (s) 25.100.0184

Owner's Name Seim Properties LLC

Address 21 8th St E Mantorville

Phone _____ Alternate Number or Email _____

Applicant (If other than owner) Three Cord Homes LLC

Address 1005 9th Ave NW Byron MN 55920

Description of Request Rezone to R2 w/ PUD approval

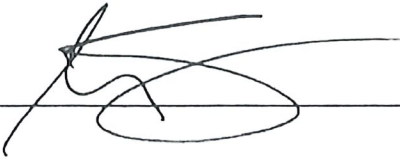
Reason(s) for Request Property is currently zoned commercial. We are looking to rezone w/PUD to build (4) 1200 sf patio homes.

Present Zoning Classification: R1 ___ R2 ___ Commercial ☒ Transitional ___ Historic ___

Existing Use of Property Vacant

Future Use of Property R2 w/PUD for (4) patio homes

___ Complete Certificate of Survey (original and signed) indicating proposed and current Boundaries. (Attach)

Signature of Applicant(s)  Date 07-23-26
Date _____

FOR OFFICE USE ONLY

Page 2

FOR OFFICE USE ONLY

Page 2

Public Hearing Date: _____ Published Notice Date: _____

____ Notice has been mailed to all properties within 350' of the proposed plan. (Attach Notice)

____ Notice has been mailed to all required utility companies. (Attach Notice

___ Council granted preliminary approval on _____

____ Council granted final approval _____

___ Attached copies of response from utility companies. ___ No response received.

Other Information:

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

6/9/25

MANTORVILLE FOUR

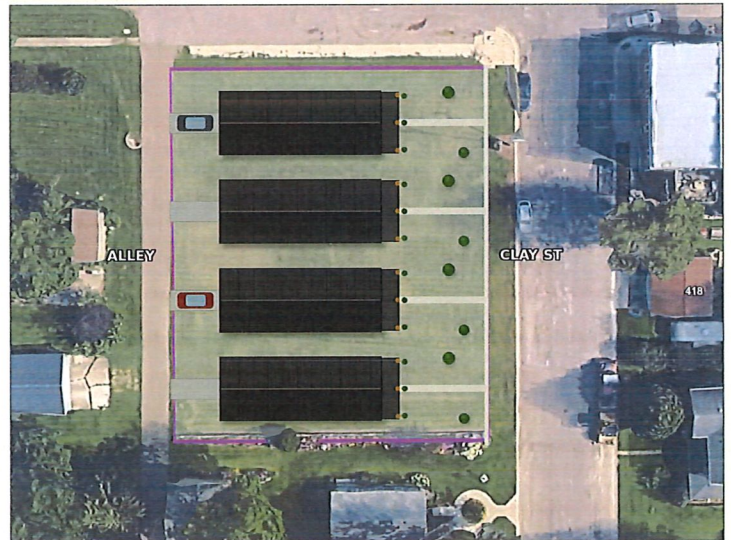
Four single-level homes · 421 Clay Street · Mantorville, MN



The Mantorville Four — street view



The home — modern farmhouse



Site plan — four homes to scale (0.54 acre)

THE VISION

- Four single-family homes
- Single-level, low-maintenance living
- ~1,200 sq ft · attached garages
- Deep front yards on Clay Street
- Private garages & drives off the alley
- White board-and-batten, stone & cedar
- Black standing-seam metal roofs
- Covered front porches

MANTORVILLE FOUR

Four single-level homes · deep front yards · alley-tucked garages

421 Clay Street · Mantorville, MN



Illustrative site concept — four homes on the 142 x 166 ft parcel (0.54 acre).



The home — craftsman modern farmhouse

THE VISION

- Four single-family homes
- Single-level, low-maintenance living
- ~1,200 sq ft · attached garages
- Deep front yards on Clay Street
- Private garages & drives off the alley
- Board-and-batten, stone & cedar
- Covered front porches
- A walkable addition to the neighborhood

SITE & LOT PLAN

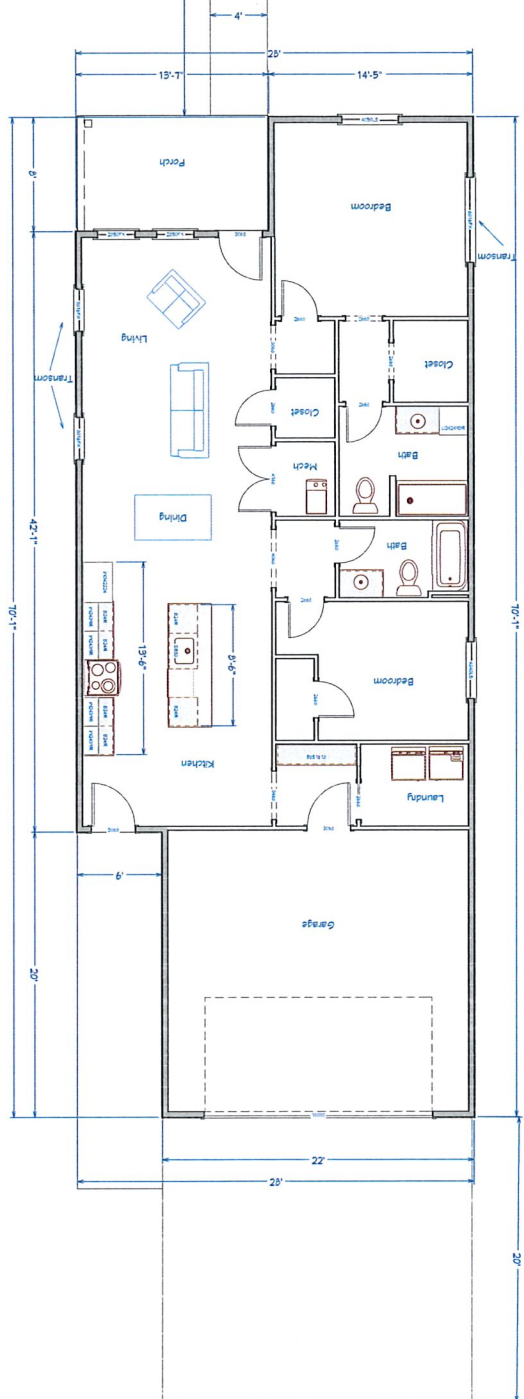
The Mantorville Four · 421 Clay Street · Mantorville, MN · all dimensions in linear feet



LOT STANDARDS

- Parcel 251000184 (measured): 166.18' x 142.01' · 23,357 sq ft (0.54 ac) · planned layout 160' x 140' within
- Four homesites, numbered south to north · each 40' x 140' (5,600 sq ft) · structure envelope 28' x 80' · 6' side setbacks
- 30' front yard (Clay) and 30' rear yard (alley) vs. 25' R-1 minimums (Zoning Code 150.069) —
- 10' of combined setback flex held in reserve: envelope can shift up to 5' toward street or alley and remain conforming

Parcel dimensions measured in Google Earth; plan for illustration and planning discussion. Final recorded plat and survey govern.



REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

DRAWINGS PROVIDED BY:

DATE:

4/24/26

SCALE:

SHEET:

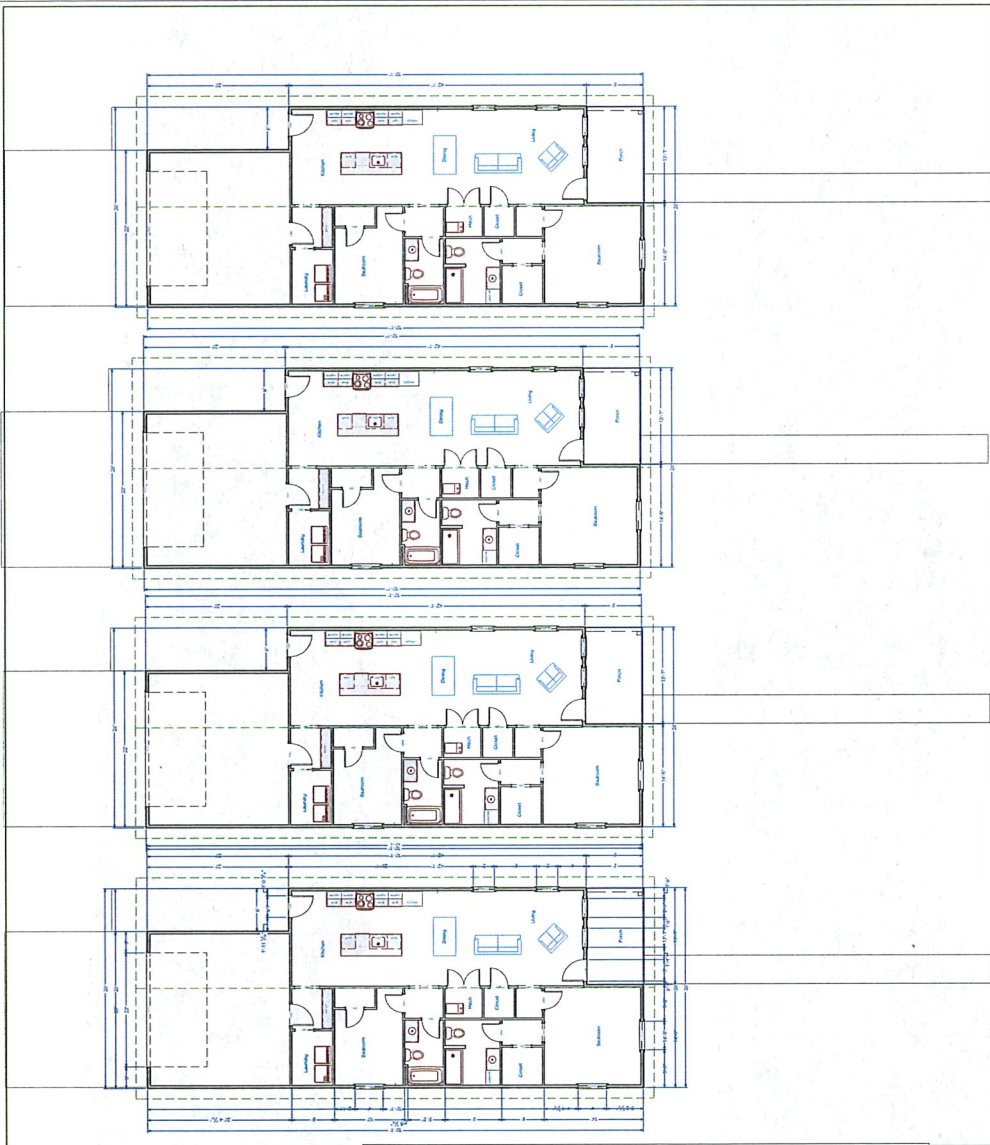
NUMBER	DATE	REVISION	DESCRIPTION

DRAWINGS PROVIDED BY:

DATE: 4/24/26

SCALE:

SHEET:



○ 1ST FLOOR
1/8" IN = 1' FT

**CITY OF MANTORVILLE
NOTICE OF PUBLIC HEARING**

Dear Property Owner:

A parcel that you own is within 350 feet of 421 Clay Street, Mantorville, Minnesota, Dodge County PID No. 25.100.0184 (the "Property"). Please know that the Mantorville City Council will hold a public hearing during its regular meeting on Monday, August 10, 2026 at 6:30 p.m. in the City Council Chambers located at 21 5th Street East, Mantorville, Minnesota. The purpose of the public hearing is to hear from staff and anyone else interested regarding an application to rezone the Property from Commercial to R-2, Multi-Family Residential. Anyone desiring to be heard regarding the application may speak during the public hearing. Written comments may also be submitted to the City Council prior to the public hearing via email (gretchen@mantorville.com) or dropped off or mailed to City Hall, 21 5th Street East, Mantorville, MN 55955. All written comments submitted prior to the public hearing will be presented to the City Council. Following the public hearing, the City Council will consider and possibly approve the application.

Sincerely,

A handwritten signature in black ink, appearing to read 'Gretchen Lohrbach', written over a horizontal line.

Gretchen Lohrbach
City Clerk/Treasurer

CITY OF MANTORVILLE

ORDINANCE NO. 2026-05

**AN ORDINANCE REZONING PROPERTY FROM COMMERCIAL TO R-2 AND
APPROVING A PRELIMINARY DEVELOPMENT PLAN WITH CONDITIONS**

WHEREAS, on or about July 23, 2026, Three Cord Homes LLC (“Applicant”) initiated an application (“Application”) with the city of Mantorville (“City”) requesting to rezone certain real property legally described on Exhibit A and located at 421 Clay Street (the “Property”) from Commercial to R-2, Multi-Family Residential; and

WHEREAS, the Application, along with a separate companion request for preliminary development plan approval, is the first step toward the Applicant’s facilitation of a desired planned development on the Property proposed to consist of four platted lots that would each contain one single family detached dwelling that is approximately 1,200 square feet in size; and

WHEREAS, on August 10, 2026, the Mantorville City Council held a duly noticed public hearing on the proposed rezoning and considered it together with the preliminary development plan.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MANTORVILLE, MINNESOTA DOES HEREBY ORDAIN:

1. All recitals set forth in this Ordinance are incorporated into and made part of this Ordinance, and the rezoning of the Property, as requested and as conditioned herein, is consistent with the goals of the Mantorville Zoning Ordinance and is otherwise in the best interest of the City.
2. The Application to rezone the Property to R-2 and the companion preliminary development plan are hereby approved, subject to the following conditions: (i) review and approval of separate future applications to subdivide the Property into four lots (preliminary and final plat), a conditional use permit authorizing the proposed planned unit development, and a final development plan; and (ii) the Applicant shall reimburse the City for all professional costs associate with reviewing and processing all applications related to the Property and proposed project. Only following satisfaction of such conditions shall this Ordinance be published and the City’s official zoning map modified as contemplated herein.
3. This Ordinance shall take effect following its publication, which shall only occur after the conditions described above are adhered to.

Passed by the City Council of the City of Mantorville, Minnesota, this 10th day of August, 2026.

Jeffrey Ingalls, Mayor

ATTEST:

Gretchen Lohrbach, City Clerk Treasurer

EXHIBIT A

Lots 6 and 7, Block 2; and
The North 1/2 of Lot 8, Block 2, all in the Original Plat of Mantorville, Dodge County, Minnesota.

PID 25.100.0184



Memorandum

To: Mayor and Council

From: Gretchen Lohrbach

Date: 8/7/2026

Re: Proposed Eagle Monument at the Eagle Meadows Entrance

Bigelow homes is proposing an Eagle Monument to be placed at the entrance to Eagle Meadows. There will be an HOA in place to maintain the monument.

The monument will be a cement Eagle with a block and stone faced wall approximately 6 feet long and 4 feet wide. There will be landscaping around the monument. There will be a plaque that says "Eagle Meadows" on the face of the stone.



NE COR L1, B4

N. LINE L1, B4

EXISTING LINE OF SIGHT EASEMENT

N 77°19'18" W

20.00

20.00

20.00

20.00

W

S 00°08'58" W

P.O.B. SIGN EASEMENT

PROPOSED SIGN EASEMENT

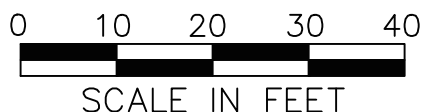
E. LINE L1, B4

LOT 1
BLOCK 4

W. LINE L1, B4

CL EAGLE LANE

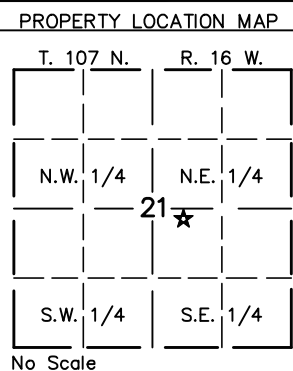
C.S.A.H. NO. 15



All Bearings are in relationship with the Dodge County Coordinate System NAD '83, Adjusted 1996.

An easement for signage purposes over, under and across a part of Lot 1, Block 4, EAGLE MEADOWS, according to the plat thereof on file at the County Recorder's Office, Dodge County, Minnesota. Said easement lies within a distance of 20.00 feet to the left of the following described line:

Commencing at the northeast corner of said Lot 1; thence South 00 degrees 08 minutes 58 seconds West (NOTE: All Bearings are in relationship with the Dodge County Coordinate System NAD '83, Adjusted 1996), along the east line of said Lot 1, a distance of 20.00 feet for the point of beginning of the line to be described; thence North 77 degrees 19 minutes 18 seconds West, 20.00 feet and there terminating. The sidelines of said easement are to be prolonged or shortened to terminate on the east line of said Lot 1.



WSE M SSEY
ENGINEERING & LAND SURVEYING LTD.
P.O. BOX 100, KASSON, MN 55944
PH. NO. 507-634-4505. EMAIL SURVEY@WSE.ENGINEERING

THIS SURVEY AND DRAWING
WAS PREPARED FOR THE
EXCLUSIVE USE OF:
BIGELOW HOMES LLC
ROCHESTER, MN

PROPOSED SIGN EASEMENT EXHIBIT

MONUMENTS

- ☒ FOUND (AS INDICATED)
☐ SET (5/8" PIPE UNLESS NOTED OTHERWISE)

DATE: 7/28/2026

DWG NO. 3764SE03 JOB NO. 3764

DRAWN BY: G.D.Z. SHEET 1 OF 1

Requests to City of Mantorville

Requests of the city should be made in person in July if not earlier. Take a copy to city hall before the city council meeting so they get you on the agenda and have time to make copies for each Councilperson. You should go to the meeting (have a copy of your own) so you can answer any questions and be aware of any modifications the council approves.

Requests for City Council related to Marigold Days 2026, Sept, 12 & 13

1. Request exclusive use of Riverside Park and the immediately adjacent streets exclusively for Marigold Days Committee activities
2. Request the following street closures for Marigold Days.
 - 4th Street: Highway 57 to alley west of Clay Friday, Saturday, and Sunday for festival events and activities
Clay Street from 3rd to 5th Fr, Sat & Sunday
 - 5th Street: Highway 57 to alley west of Clay Saturday midnight to Sunday 6pm (for car show, parade and water fight and Clay 5th to 6th for car show.
3. Request permission to post 'no parking' signage along parade route 1-3 on Saturday (put up signs Sat. night, pick up after parade)
4. Request permission to use city owned barricades/cones for traffic management.
5. Request permission to hold fireworks display on Goat Island Saturday @ 9pm with a rain date for that Sunday.

**CITY OF MANTORVILLE
APPLICATION/PERMIT
FOR DISPLAY OF FIREWORKS/PYROTECHNIC SPECIAL EFFECTS**

Fee \$25

Applicant Instructions:

1. This application must be completed and returned at least 15 days prior to date of display.
2. Fee upon application is **\$25.00** and must be made payable to the City of Mantorville.

Name of applicant (Sponsoring Organization) Mantorville Restoration Association

Address of applicant city hall 2154 St E., PO Box 188 Mantorville, MN 55988

Name of authorized agent of applicant Linda Edd

Address of agent J&M Displays 18064 170th Ave, Varkmouth, IA 52660-9777

Telephone number of agent 507-223-1598

Date of display Sept 12, 2026, Rane date Sept 13 Time of display 8:30 pm

Location of display _____

Manner and place of storage of fireworks/pyrotechnic special effects prior to display

J&M Displays BATE Licensed storage Magazine
in Rochester, MN

Type and number of fireworks/pyrotechnic special effects to be discharged

Minnesota state law requires that this display be conducted under the direct supervision of a pyrotechnic operator certified by the State Fire Marshall.

Name of supervising operator _____ Certificate No. _____

I understand and agree to comply with all provisions of this application and the requirements of the issuing authority, and will ensure that the fireworks/pyrotechnic special effects are discharged in a manner that will not endanger persons or property or constitute a nuisance.

Signature of applicant (or agent) [Signature] Date 8-6-2026

Required attachments; The following attachments must be included with this application:

- ✓ 1. Proof of a bond or certificate of insurance in the amount of at least \$1,000,000.00
- ✓ 2. A diagram of the ground, or facilities (for indoor displays), at which the display will be held. This diagram (drawn to scale or with dimensions included) must show the point at which the fireworks/pyrotechnic special effects are to be discharged; the location of ground pieces; the location of all buildings, highways, streets, communication lines and other possible overhead obstructions; and the lines behind which the audience will be restrained. For proximate audience (i.e., indoor) displays, the diagram must also show the fallout radius for each pyrotechnic device used during the display.
- ✓ 3. Names and ages of all assistants that will be participating in the display.

CITY STAFF USE ONLY

The discharge of the listed fireworks on the date and at the location shown on this application is hereby approved, subject to the following conditions:

Signature of Fire Chief _____ Date _____

Signature of City issuing authority _____ Date _____

MEMORANDUM

TO: Honorable Mayor and City Council
Gretchen Lohrbach, City Clerk-Treasurer

FROM: Scott Huneke, P.E.
Project Engineer

DATE: August 6, 2026

RE: City of Mantorville
2026 Lead Service Line Replacement

On August 6, 2026, the City received eleven (11) bids for the above-referenced project. The low bid was submitted by KM Excavation, Mankato, MN in the amount of \$234,064.00. A summary of the bids is attached.

We recommend awarding the project to KM Excavation in the amount of \$234,064.00 contingent on approval from the MPFA.

Owner: City of Mantorville
Solicitor: WHKS & Company
08/06/2026 11:00 AM CDT

Item	Item Description	UoM	Quantity	KM Excavation		Diversified Drainage		Elingson Drainage		A-1 Excavating LLC	
				Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	MOBILIZATION	LUMP SUM	1	\$12,680.00	\$12,680.00	\$26,000.00	\$26,000.00	\$9,900.00	\$9,900.00	\$40,000.00	\$40,000.00
2	CLEAR & GRUBB (TREE)	EACH	2	\$2,625.00	\$5,250.00	\$1,714.00	\$3,428.00	\$1,675.00	\$3,350.00	\$750.00	\$1,500.00
3	REMOVE & REPLACE CONCRETE CURB	LF	15	\$770.00	\$11,550.00	\$86.00	\$1,290.00	\$145.00	\$2,175.00	\$115.00	\$1,725.00
4	REMOVE & REPLACE CONCRETE PAVEMNT	SQ YD	50	\$210.00	\$10,500.00	\$145.00	\$7,250.00	\$210.00	\$10,500.00	\$275.00	\$13,750.00
5	REMOVE & REPLACE BITUMINOUS PAVEMENT	EACH	9	\$3,111.00	\$27,999.00	\$1,400.00	\$12,600.00	\$1,900.00	\$17,100.00	\$3,300.00	\$29,700.00
6	SELECT GRANULAR EMBANKMENT (CV)	CU YD	200	\$25.00	\$5,000.00	\$45.00	\$9,000.00	\$19.50	\$3,900.00	\$10.00	\$2,000.00
7	TELEWISE SANITARY SERVICE BEFORE REPLACEMENT	EACH	15	\$150.00	\$2,250.00	\$390.00	\$5,850.00	\$293.00	\$4,395.00	\$200.00	\$3,000.00
8	TELEWISE SANITARY SERVICE AFTER REPLACEMENT	EACH	15	\$150.00	\$2,250.00	\$150.00	\$2,250.00	\$293.00	\$4,395.00	\$200.00	\$3,000.00
9	SANITARY SERVICE REPAIR	LF	75	\$35.00	\$2,625.00	\$50.00	\$3,750.00	\$33.00	\$2,475.00	\$50.00	\$3,750.00
10	WATER SERVICE REPLACEMENT - FULL (TRENCHLESS)	EACH	10	\$5,000.00	\$50,000.00	\$7,200.00	\$72,000.00	\$10,900.00	\$109,000.00	\$4,000.00	\$40,000.00
	WATER SERVICE REPLACEMENT - HALF - MAIN TO CURB										
11	STOP (TRENCHLESS)	EACH	4	\$5,250.00	\$21,000.00	\$4,000.00	\$16,000.00	\$6,495.00	\$25,980.00	\$3,500.00	\$14,000.00
	WATER SERVICE REPLACEMENT - HALF - CURB STOP TO										
12	METER (TRENCHLESS)	EACH	1	\$6,000.00	\$6,000.00	\$4,200.00	\$4,200.00	\$6,060.00	\$6,060.00	\$3,500.00	\$3,500.00
13	GATE VALE BOX - TOP SECTION	EACH	5	\$500.00	\$2,500.00	\$437.00	\$2,185.00	\$185.00	\$925.00	\$350.00	\$1,750.00
14	1" COPPER WATER SERVICE (TRENCHLESS MATERIAL)	LF	1150	\$11.00	\$12,650.00	\$23.00	\$26,450.00	\$19.25	\$22,137.50	\$35.00	\$40,250.00
15	WATER SERVICE REPLACEMENT - TRENCH	LF	75	\$62.00	\$4,650.00	\$94.00	\$7,050.00	\$29.50	\$2,212.50	\$65.00	\$4,875.00
16	CONNECT TO INTERNAL PLUMBING	EACH	15	\$735.00	\$11,025.00	\$900.00	\$13,500.00	\$745.00	\$11,175.00	\$2,000.00	\$30,000.00
17	ELECTRICAL SERVICE GROUND	EACH	15	\$315.00	\$4,725.00	\$390.00	\$5,850.00	\$330.00	\$4,950.00	\$500.00	\$7,500.00
18	TRAFFIC CONTROL	LUMP SUM	1	\$5,150.00	\$5,150.00	\$6,500.00	\$6,500.00	\$2,250.00	\$2,250.00	\$8,000.00	\$8,000.00
19	SODDING TYPE LAWN	SQ YD	600	\$2.10	\$1,260.00	\$12.00	\$7,200.00	\$23.75	\$14,250.00	\$20.00	\$12,000.00
20	CONSTRUCTION ALLOWANCE	UNIT	1	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00
				\$234,064.00		\$267,353.00		\$292,130.00		\$295,300.00	

Hodgman HDD			Fitzgerald Excavating			BCM Construction, Inc.			Precision Utilities			Heselton Construction, LLC			SL Contracting Inc			ICON, LLC		
Unit Price	Extension		Unit Price	Extension		Unit Price	Extension		Unit Price	Extension		Unit Price	Extension		Unit Price	Extension		Unit Price	Extension	
\$13,510.00	\$13,510.00		\$40,000.00	\$40,000.00		\$30,000.00	\$30,000.00		\$28,500.00	\$28,500.00		\$36,000.00	\$36,000.00		\$17,000.00	\$17,000.00		\$20,000.00	\$20,000.00	
\$2,346.92	\$4,693.84		\$1,000.00	\$2,000.00		\$2,200.00	\$4,400.00		\$2,240.00	\$4,480.00		\$3,300.00	\$6,600.00		\$2,000.00	\$4,000.00		\$5,000.00	\$10,000.00	
\$200.92	\$3,013.80		\$88.00	\$1,320.00		\$170.00	\$2,550.00		\$175.00	\$2,625.00		\$165.00	\$2,475.00		\$82.00	\$1,230.00		\$200.00	\$3,000.00	
\$275.00	\$13,750.00		\$250.00	\$12,500.00		\$400.00	\$20,000.00		\$370.62	\$18,531.00		\$305.00	\$15,250.00		\$250.00	\$12,500.00		\$200.00	\$10,000.00	
\$3,456.51	\$31,108.59		\$3,500.00	\$31,500.00		\$4,000.00	\$36,000.00		\$3,142.00	\$28,278.00		\$6,350.00	\$57,150.00		\$5,500.00	\$49,500.00		\$2,000.00	\$18,000.00	
\$35.76	\$7,152.00		\$15.00	\$3,000.00		\$52.00	\$10,400.00		\$40.18	\$8,036.00		\$44.00	\$8,800.00		\$15.00	\$3,000.00		\$50.00	\$10,000.00	
\$625.00	\$9,375.00		\$950.00	\$14,250.00		\$400.00	\$6,000.00		\$300.00	\$4,500.00		\$345.00	\$5,175.00		\$1,000.00	\$15,000.00		\$600.00	\$9,000.00	
\$620.00	\$9,300.00		\$850.00	\$12,750.00		\$400.00	\$6,000.00		\$300.00	\$4,500.00		\$345.00	\$5,175.00		\$900.00	\$13,500.00		\$600.00	\$9,000.00	
\$201.71	\$15,128.25		\$40.00	\$3,000.00		\$100.00	\$7,500.00		\$107.21	\$8,040.75		\$45.00	\$3,375.00		\$100.00	\$7,500.00		\$125.00	\$9,375.00	
\$8,550.20	\$85,502.00		\$4,150.00	\$41,500.00		\$1,750.00	\$17,500.00		\$9,440.00	\$94,400.00		\$9,400.00	\$94,000.00		\$995.00	\$9,950.00		\$11,000.00	\$110,000.00	
\$3,260.32	\$13,041.28		\$3,300.00	\$13,200.00		\$1,200.00	\$4,800.00		\$6,069.00	\$24,276.00		\$6,200.00	\$24,800.00		\$995.00	\$3,980.00		\$9,000.00	\$36,000.00	
\$5,350.00	\$5,350.00		\$3,000.00	\$3,000.00		\$1,550.00	\$1,550.00		\$7,206.00	\$7,206.00		\$7,300.00	\$7,300.00		\$995.00	\$995.00		\$10,000.00	\$10,000.00	
\$348.15	\$1,740.75		\$500.00	\$2,500.00		\$750.00	\$3,750.00		\$239.00	\$1,195.00		\$425.00	\$2,125.00		\$250.00	\$1,250.00		\$500.00	\$2,500.00	
\$30.49	\$35,063.50		\$50.00	\$57,500.00		\$97.00	\$111,550.00		\$20.41	\$23,471.50		\$30.00	\$34,500.00		\$150.00	\$172,500.00		\$15.00	\$17,250.00	
\$25.55	\$1,916.25		\$45.00	\$3,375.00		\$135.00	\$10,125.00		\$75.15	\$5,636.25		\$58.00	\$4,350.00		\$200.00	\$15,000.00		\$250.00	\$18,750.00	
\$1,000.00	\$15,000.00		\$2,000.00	\$30,000.00		\$800.00	\$12,000.00		\$1,400.00	\$21,000.00		\$1,140.00	\$17,100.00		\$1,500.00	\$22,500.00		\$5,000.00	\$75,000.00	
\$1,000.00	\$15,000.00		\$320.00	\$4,800.00		\$475.00	\$7,125.00		\$644.00	\$9,660.00		\$325.00	\$4,875.00		\$840.00	\$12,600.00		\$250.00	\$3,750.00	
\$1,900.00	\$1,900.00		\$5,000.00	\$5,000.00		\$2,500.00	\$2,500.00		\$7,280.00	\$7,280.00		\$5,500.00	\$5,500.00		\$1,000.00	\$1,000.00		\$10,000.00	\$10,000.00	
\$17.10	\$10,260.00		\$30.00	\$18,000.00		\$35.00	\$21,000.00		\$28.00	\$16,800.00		\$22.00	\$13,200.00		\$15.00	\$9,000.00		\$30.00	\$18,000.00	
\$35,000.00	\$35,000.00		\$35,000.00	\$35,000.00		\$35,000.00	\$35,000.00		\$35,000.00	\$35,000.00		\$35,000.00	\$35,000.00		\$35,000.00	\$35,000.00		\$35,000.00	\$35,000.00	
		\$326,805.26			\$334,195.00			\$349,750.00			\$353,415.50			\$382,750.00			\$407,005.00			\$434,625.00

RESOLUTION 2026-19

RESOLUTION ACCEPTING BIDS AND AWARDING CONTRACT FOR 2026 MANTORVILLE LEAD SERVICE LINE REPLACEMENT

WHEREAS, pursuant to an advertisement for bids for the 2026 Mantorville Lead Service Line Replacement, bids were received, opened and tabulated according to law, and eleven bids were received complying with the advertisement.

AND WHEREAS, it appears that KM Excavation of Mankato, MN is the lowest responsible bidder.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF MANTORVILLE, MINNESOTA;

The Mayor and Clerk are hereby authorized and directed to enter into contract with KM Excavation of Mankato, MN in the name of the City of Mantorville for the 2026 Lead Service Line Replacement according to the plans and specifications therefore approved by the City Council and on file in the office of the City Clerk.

Adopted by the Mantorville City Council this 10th day of August, 2026.

Mayor Jeffrey Ingalls

Attest: City Clerk Treasurer, Gretchen Lohrbach

CITY OF MANTORVILLE

LEAD WATER SERVICE LINE REPLACEMENT AGREEMENT

The City of Mantorville 2026 Lead Water Service Line Replacement Project will require access to private property to install a new underground water service line. The City, including its agents and contractors (to be determined), will require access to the front yard and inside of qualifying properties to connect the new water service line to the water meter location.

The undersigned, _____ (“Customer”) grants to the City of Mantorville (“City”) and to its approved contractor/agents the right to enter upon the Customer’s property located at _____ (*property address*), Mantorville, MN (“Property”) for the purpose of connecting the Customer’s residence/structure to the City water main adjacent to the Property, at no cost to the Customer. This agreement shall terminate upon final City acceptance of completion of the work authorized herein, whichever is later.

The City and its approved contractor will install the water service connection from the water main and/or curb stop valve adjacent to the Customer’s property. The City will determine the exact location of the installation.

The City and its approved contractor will replace a water service line by trenchless methods if possible from the curb stop or water main, as the case may be, to the water meter located inside the Customer’s property. The methods utilized for customer water service line installation replacement will leave the majority of the property undisturbed. When trenching is required, the contractor will backfill and compact the trench and leave the surface mounded for settlement. The area will be seeded with lawn grass. As per City ordinance, upon completion the Customer will own the service line from the watermain connection adjacent to the home/business and will thereafter be responsible for maintenance. The Contractor will provide a warranty of the material and workmanship of the Customer water service line for 12 months. The Customer will be responsible for any finish grading and landscaping once the contractor has finished the water line installation.

Upon completion of the work necessary to establish the new connection, including disconnection from the old water main, installing the water service connection, curb stop installation, and the Customer’s water service, the City’s Contractor will restore the Customer’s property by; grading and seeding the excavated outdoor area, and indoor by restoring the sub-flooring or foundation as nearly as practicable to its’ former condition.

There will be **NO COST TO THE CUSTOMER** for the replacement of this water service line from the water main. **However**, there may be possible specific final restoration inside and outside of your home that will be at the homeowner’s expense such as, but not limited to, floorings or wall coverings, carpeting, tile, vinyl/laminate flooring, moldings, drywall, paneling, and specialty landscaping materials that is removed and needs to be replaced or restored. For avoidance of doubt, such final restoration will not be performed or completed by the City or its contractors.

The Customer understands that this is a voluntary agreement, and that they are not responsible for any damages or injuries that are caused by the construction project. The customer also understands that the City, its agents or contractors, are responsible for exterior Property restoration of the service line and will make every effort to minimize damage to the interior of the respective structure. The Customer also understands that all subsequent restoration and repair, both exterior and interior, will be the responsibility of the Customer or subsequent owners of the Property once the service line installation is completed.

CITY OF MANTORVILLE
LEAD WATER SERVICE LINE REPLACEMENT AGREEMENT

The Customer or its representative (18 years or older) agrees to being present while the replacement work is being performed and will prepare a proper working environment for the Contractor inside the structure located on the Property that is clear of clutter and other impediments. The City, its agents and any selected contractor are responsible for notifying the Customer prior to accessing the property to coordinate scheduling. Upon notice, the City, its agents and approved contractor (and any approved subcontractors) will have access to the property between the hours of 7:00 am and 7:00 pm for one pre-inspection appointment, one water service installation visit, and for restoration as contemplated above.

The Customer further agrees to hold City and its designated contractor harmless and free from any claim or liability for damage done in performance of the work authorized herein. Notwithstanding the foregoing, the terms of this agreement are not to be construed as, nor operate as, waivers of statutory or common law immunities or limitations on liability, including, but not limited to, Minnesota Statutes Chapter 466.

☐

By checking this box, I am requesting a water service line to be replaced as part of the Lead Service Line Replacement Program. I understand that the water service will be installed at the City's expense as part of the Lead Service Line Replacement Program and accept the conditions of this agreement. I represent and warrant that I have the power and authority to execute this agreement as owner of the Property, including on behalf of any other parties that may have property rights. Finally, I understand and agree that I will not challenge the validity of this agreement unless for reasons of fraud or other malicious behavior.

☐

I understand the City of Mantorville water service line replacement offer as it pertains to the Lead Service Line Replacement Program and by checking this box, opt to **NOT PARTICIPATE**. I understand that if the United States Environmental Protection Agency (EPA), Minnesota Pollution control Agency (MPCA), Minnesota Department of Health (MDH), or the City of Mantorville mandates the service line be removed and replaced in the future, that I may then be responsible for replacing the service line at my own expense.

Customer: _____

Address: _____

Phone Number: _____

Print Name: _____

Signature: _____

Date: _____

August 7, 2026

Resident/Property Owner
Affected by 2026 Lead Service Line Replacement
Mantorville, MN 55955

RE: City of Mantorville,
2026 Lead Service Line Replacement

Dear Affected Resident or Property Owner:

The City of Mantorville will be replacing lead or galvanized water services as part of their 2026 Lead Service Line Replacement (LSLR) Project. This project is a continuation of work to identify service line materials that started in 2024 with a customer survey to self-identify water service line materials. After the initial customer survey a verification effort by City and WHKS Staff was made to inspect properties that reported having lead or galvanized service lines. You are receiving this letter because your service line is still listed to be lead or galvanized after the verification effort. Prior to actual replacement, another inspection will be conducted by the City's Contractor who will be selected in the future based on public bid, to verify your service line material.

Attached to this letter is a replacement agreement that will allow the city to replace the water service line on your property. This agreement needs to be completed prior to any work done on private property. We ask that you complete this form and email it to our representative below, drop it off, or mail it to City Hall.

If you have any questions or concerns about the project you can visit our project website <https://www.waterservicereplacement.com/cities/mantorville> or you can contact our Engineering representative Scott Huneke at shuneke@whks.com or **507.722.7185**.

Sincerely,

City of Mantorville

Gretchen Lohrbach, City Clerk

cc: Joe Adams, City of Mantorville
Scott Huneke, WHKS & Co.

Memorandum

To: Mayor and Council

From: Gretchen Lohrbach

Date: 8/7/2026

Re: Ordinance to Allow the City to Perform Plumbing Plan Review

This information is for if the City decides to allow CMS to provide plumbing plan reviews. The City does not have to decide right now. Following are the Attorney's recommendations for this agreement.

There are a few things that need to be approved by the city council if they want to move forward with this, and so we'd want to be involved in preparing the ordinance and other items before council action to ensure this is all done correctly. As CMS mentions in the email below, in addition to approving the ordinance and corresponding fee schedule update, the council also needs to approve an application/agreement with DOLI authorizing the city to perform these services, along with a separate agreement with CMS to actually perform the services for the city. According to DOLI (see [here](#)), there are currently 69 cities that perform these types of plumbing plan review services on their own. The rest of the cities presumably rely on DOLI, as Mantorville currently does.

Following is the email from CMS regarding plumbing services.

Dear Jurisdiction Partners,

Construction Management Services is pleased to announce that we are now able to provide commercial plumbing plan review services for your jurisdiction.

Ben Fink is now certified to complete commercial plumbing plan reviews as a licensed Master Plumber, which allows CMS to provide this service in-house. This gives jurisdictions the option to keep the commercial building review process with one provider, reducing delays and creating a more streamlined permitting experience for applicants.

What this means for your jurisdiction

Faster plan reviews: Commercial plumbing plans will no longer need to be routed through the State of Minnesota for most commercial projects, where review times commonly take 6–8 weeks. CMS will complete eligible commercial plumbing plan reviews under our standard plan review timeline of less than 10 business days.

Improved customer service: Shorter review times help projects move forward more efficiently and provide applicants with a single point of contact throughout the review process.

No cost to the jurisdiction: There is no cost to the city or township for this service. The applicant pays the applicable commercial plumbing plan review fee, plumbing permit/inspection fee, and State surcharge. The plan review fee and State surcharge will be based on the applicable State fee schedule, while the plumbing permit/inspection fee will be based on the fee schedule adopted by your jurisdiction.

Projects that must remain with the State for plan review

Minnesota law requires certain projects to continue being submitted to the Minnesota Department of Labor and Industry for plumbing plan review. These include:

1. State-licensed facilities as defined in Minnesota Statutes, section 326B.103, subdivision 13;
2. Public buildings as defined in Minnesota Statutes, section 326B.103, subdivision 11; and
3. Projects of a special nature for which review by the Minnesota Department of Labor and Industry is requested by either the jurisdiction or the State.

For those projects, the plumbing plans will still be forwarded to the State for plan review, and the State will collect the applicable plan review fee. However, in some cases, the State

may authorize or delegate plumbing inspections to the local inspection agency when qualified inspectors are available.

Action requested

To begin utilizing this service, your jurisdiction should consider taking the following actions at the same council meeting:

1. Adopt the Commercial Plumbing Plan Review Ordinance.
2. Adopt or update the jurisdiction's fee schedule by resolution to include:

o commercial plumbing plan review fees tied to the applicable State plumbing plan review fee schedule under Minnesota Statutes, section 326B.49, subdivision 2;

o the applicable State surcharge under Minnesota Statutes, section 326B.148; and

o the jurisdiction's plumbing permit/inspection fee, as separately adopted by the jurisdiction.

3. Authorize the appropriate city officials or staff to execute the Plumbing Plan Review Agreement/Application to the Minnesota Department of Labor and Industry (DOLI) after the ordinance is adopted and effective. CMS will submit to the DOLI once City signs.

4. Authorize the appropriate city officials or staff to enter into the related commercial plumbing plan review and inspection service agreement with CMS.

For your convenience, we have attached:

1. A letter explaining the proposed service and council action.

2. A sample Commercial Plumbing Plan Review Ordinance for your jurisdiction's review and consideration.

3. The Plumbing Plan Review Agreement/Application documents required by the Minnesota Department of Labor and Industry.

For the council agenda item, I'd suggest this motion:

Motion to adopt Ordinance No. [____] relating to commercial plumbing plan review, adopt the commercial plumbing plan review fee schedule and State surcharge as applicable under Minnesota Statutes sections 326B.49 and 326B.148, authorize the City Administrator/Clerk and Building Official to execute and submit the Minnesota Department of Labor and Industry Plumbing Plan Review Agreement/Application upon effectiveness of the ordinance, and authorize execution of the related service agreement with Construction Management Services, subject to final review by the City Attorney.

Please contact me with any questions or if your jurisdiction would like to discuss this new service further. We appreciate the opportunity to continue providing efficient, responsive, and high-quality services to your community.

Charlotte Putzier & Tanner Young
Construction Management Services
A Division of WSE Engineering
(507)282-8206

Plumbing Plan Review Agreement Application

Under Minnesota Statutes, section [326B.43, subd. 2](#), the commissioner of the Department of Labor and Industry (DLI) may enter into an agreement with a municipality, in which the municipality agrees to perform plan review and specifications of plumbing systems in their jurisdiction subject to statutory requirements. Certain types of plans must still be submitted to DLI.

To request a formal plumbing plan review agreement, this application and all requested documents must be completed and submitted to: Judy.Tacheny@state.mn.us. Incomplete application will be rejected.

1. MUNICIPALITY INFORMATION			
MUNICIPALITY NAME			DATE
ADDRESS			EMAIL
CITY	STATE	ZIP CODE	PHONE
BUILDING OFFICIAL NAME			
MAILING ADDRESS			PHONE
CITY	STATE	ZIP CODE	E-MAIL
APPROVED PLUMBING PLAN REVIEWER(S). If reviewer is contracted through a private company, check here ☐ and submit contract for review.			
NAME	LICENSE #	E-MAIL/PHONE	
NAME	LICENSE #	E-MAIL/PHONE	
2. REQUIRED DOCUMENTS THAT MUST BE ADOPTED BY ORDINANCES			
Submit copies of following relevant ordinances: - The ordinance in which the municipality adopts the Minnesota Plumbing Code. (Adoption of the Minnesota State Building Code by ordinance includes adoption of the Minnesota Plumbing Code, Chapter 4714.) - The ordinance that requires plumbing plans and specifications to be submitted, reviewed, and approved by the municipality. The ordinance must clearly state exceptions for projects listed in Minnesota Statutes, section 326B.43 subd. 2(n) as listed below as those must be submitted to DLI for plan review. Plumbing plans and specifications for the following projects shall be submitted to DLI for plan review. - State-licensed facilities (as defined in section 326B.103, subd. 13). - Public buildings (as defined in section 326B.103, subd. 11). - Projects of a special nature for which department review is requested by either the municipality or the state. - The ordinance that authorizes the municipality to perform plumbing inspections required by the Minnesota Plumbing Code. (Plumbing inspections, testing, and permits are subject to Minn. Rules, part 1300.0215, subparts 1 through 5.) - The ordinance that authorizes the municipality to administer and enforce the Minnesota Plumbing Code in accordance with Minnesota Statutes, section 326B.121. (Enforcing the Minnesota State Building Code by ordinance automatically includes and requires enforcement of the Minnesota Plumbing Code.) Copies of the above required ordinances must be submitted with this application to be considered.			

3. AGREEMENT

Upon approval of the application by the commissioner, the municipality agrees (see Minn. Stat. § 326B.43, subd. 2):

1. To review plumbing plans and specifications for all construction for which requires review and approval of plumbing plans and specifications per Minnesota Rules, part 1300.0215, subpart 6, except all plumbing plans and specifications for the following types of projects (state) within the municipality must be forwarded to the DLI for review:
 - a) State-licensed facilities (See Minn.Stat. § [326b.103, subd. 13](#));
 - b) public buildings (See Minn.Stat. § [326b.103, subd. 11](#)); and
 - c) projects of a special nature for which department review is requested by either the municipality or the state. (E.g., Dialysis facilities are an example of projects of a special nature that is reviewed by the state.)

Where the municipality forwards to the state for plan review, the municipality shall not collect any fee for plan review, and the commissioner shall collect all applicable fees for plan review.
2. The plan review will:
 - a) Reflect the degree to which the plans and specifications affect the public health and conform to the provisions of the plumbing code;
 - b) ensure that there is no physical connection between water supply systems that are safe for domestic use and those that are unsafe for domestic use; and
 - c) ensure that there is no apparatus through which unsafe water may be discharged or drawn into a safe water supply system.
3. Individuals who perform the plumbing plan reviews for the municipality have passed a competency assessment reviewing plans and specification, are approved by the commissioner and are:
 - a) Licensed master plumbers;
 - b) licensed professional engineers; or
 - c) individuals who are working under the supervision of a licensed professional engineer or licensed master plumber and who are licensed master or journeyman plumbers or hold a postsecondary degree in engineering.
4. To perform all inspections for projects in which they plan review. Individuals who conduct the plumbing inspections for the municipality are licensed master or journeyman plumbers, or inspectors meeting the competency requirements established in rules adopted under section 326B.135, except for individuals who conduct plumbing inspections for the DLI (state) projects listed in item 1 above must be licensed plumbers.
5. Individuals who conduct inspections and the plumbing plan reviews for the municipality shall not have any conflict of interest in conducting the inspections and the plan reviews.
6. To enforce in its entirety the plumbing code on all projects.
7. To keep official records of all documents received, including plans, specifications, surveys, and plot plans, and of all plan reviews, permits and certificates issued, reports of inspections, and notices issued in connection with plumbing inspections and the review of plumbing plans. These records shall be maintained in the official records of the municipality for the period required for the retention of public records under Minnesota Statutes, section 138.17, and shall make these records readily available for review at the request of the commissioner.
8. That the municipality does not have in effect the plumbing code or any of ordinances described in Section 2 above at any time after the agreement has been approved, the municipality will notify the commissioner in writing in advance or within 10 days of the changes if advance notice is not possible.
9. If the commissioner determines that the municipality is not properly administering and enforcing the plumbing code or is otherwise not complying with the agreement the commissioner may terminate the agreement in accordance with Minnesota Statutes, section 326B.43, subd. 2(l).
10. Not to revoke, suspend, or place restrictions on any plumbing license issued by the state.

Agreement Acknowledgement:

NAME	DATE	MUNICIPAL BUILDING OFFICIAL SIGNATURE
NAME	DATE	CITY ADMINISTER OR CITY CLERK SIGNATURE

This material can be made available in different forms, such as large print, Braille or on a tape. To request, call 1-800-342-5354.
PPRA 7.11.2022

Draft Ordinance

CITY OF [CITY]

[COUNTY] COUNTY, MINNESOTA

ORDINANCE NO. [____]

AN ORDINANCE AMENDING CHAPTER [____] OF THE [CITY] CITY CODE RELATING TO THE MINNESOTA PLUMBING CODE, COMMERCIAL PLUMBING PLAN REVIEW, PLUMBING INSPECTIONS, AND FEES

The City Council of the City of [City], Minnesota, ordains:

Section 1. Minnesota Plumbing Code Adopted.

The Minnesota Plumbing Code, Minnesota Rules Chapter 4714, as amended, is adopted as part of the Minnesota State Building Code and shall be administered and enforced by the City within the City's jurisdiction.

The City is authorized to administer and enforce the Minnesota Plumbing Code in its entirety, except as otherwise provided by Minnesota Statutes, section 326B.43, subdivision 2.

Section 2. Commercial Plumbing Plan Review Required.

Prior to the installation, alteration, extension, or replacement of a plumbing system for which plumbing plans and specifications are required to be submitted for review and approval under Minnesota Rules, part 1300.0215, subpart 6, complete plumbing plans, specifications, and all required supporting information shall be submitted to the City or its authorized building official for review and approval.

No plumbing work subject to this section shall begin until the required plumbing plans and specifications have been reviewed and approved by the City, its authorized representative, or the Minnesota Department of Labor and Industry, as applicable.

The City may perform commercial plumbing plan review for projects authorized under a plumbing plan review agreement with the Minnesota Department of Labor and Industry pursuant to Minnesota Statutes, section 326B.43, subdivision 2.

Section 3. Projects Required to be Submitted to the State.

Notwithstanding Section 2, plumbing plans and specifications for the following projects shall be submitted to the Minnesota Department of Labor and Industry for plan review:

- 1. State-licensed facilities as defined in Minnesota Statutes, section 326B.103, subdivision 13;**
- 2. Public buildings as defined in Minnesota Statutes, section 326B.103, subdivision 11; and**
- 3. Projects of a special nature for which review by the Minnesota Department of Labor and Industry is requested by either the City or the State.**

When plumbing plans and specifications are forwarded to the Minnesota Department of Labor and Industry for review under this section, the City shall not collect a plumbing plan review fee for that State review, and the applicable plan review fee shall be collected by the State.

Nothing in this section prohibits the City, its authorized building official, or its authorized plumbing inspector from performing plumbing inspections for such projects when authorized, requested, delegated, or otherwise approved by the Minnesota Department of Labor and Industry.

Section 4. Plumbing Inspections.

Plumbing installations, alterations, extensions, and replacements subject to the Minnesota Plumbing Code shall be inspected as required by Minnesota Rules, part 1300.0215, and the Minnesota Plumbing Code.

The City is authorized to perform plumbing inspections for projects for which the City performs plumbing plan review, subject to Minnesota Statutes, section 326B.43, subdivision 2, and any plumbing plan review agreement approved by the Minnesota Department of Labor and Industry.

The City may also perform plumbing inspections for projects reviewed by the Minnesota Department of Labor and Industry when such inspections are authorized, requested, delegated, or otherwise approved by the Minnesota Department of Labor and Industry.

Section 5. Qualified Plan Reviewers and Inspectors.

Plumbing plan reviews and plumbing inspections shall be performed by individuals qualified under Minnesota Statutes, section 326B.43, subdivision 2, and approved as required by the Minnesota Department of Labor and Industry.

Individuals conducting plumbing plan review or plumbing inspections on behalf of the City shall not have a conflict of interest in conducting such plan reviews or inspections.

Section 6. Records.

The City shall keep official records of documents received, including plans, specifications, surveys, plot plans, plan reviews, permits, certificates issued, inspection reports, and notices issued in connection with plumbing inspections and plumbing plan review.

Such records shall be maintained as official records of the City for the period required under Minnesota Statutes, section 138.17, and shall be made readily available for review upon request of the Commissioner of the Minnesota Department of Labor and Industry.

Section 7. Fees.

Commercial plumbing plan review fees shall be established by resolution of the City Council.

Unless otherwise specifically adopted by the City Council, commercial plumbing plan review fees shall be equal to the applicable fees charged by the Minnesota Department of Labor and Industry for equivalent plumbing plan review services under Minnesota Statutes, section 326B.49, subdivision 2, as amended from time to time.

The State surcharge shall be collected as required by Minnesota Statutes, section 326B.148, as amended from time to time.

Plumbing permit and inspection fees shall be established separately by resolution of the City Council and shall be based on the City's adopted fee schedule. The City's plumbing permit and inspection fees are not tied to the State plumbing permit fee schedule unless expressly stated by resolution of the City Council.

The City may collect applicable plumbing plan review fees, plumbing permit and inspection fees, State surcharges, and related fees from the applicant, owner, contractor, or permit holder.

Section 8. Authorization to Enter Agreements.

The City Council may, by resolution, authorize the Mayor, City Administrator, City Clerk, Building Official, or other designated City representative to execute and submit the plumbing plan review agreement application and related documents required by the Minnesota Department of Labor and Industry.

The City Council may also, by resolution, authorize appropriate City officials or staff to enter into a service agreement with Construction Management Services, a Division of

WSE Engineering, or another qualified provider, for commercial plumbing plan review, plumbing inspections, administration, and related services.

Section 9. Effective Date.

This ordinance shall be effective after its passage and publication as required by law.

Passed and adopted by the City Council of the City of [City], Minnesota, this ____ day of _____, 2026.

CITY OF [CITY]

By: _____

Mayor

Attest: _____

City Administrator / City Clerk

Published: _____

**CITY OF PINE ISLAND
GOODHUE AND OLMSTED COUNTIES
STATE OF MINNESOTA**

ORDINANCE NO. 179

**AN ORDINANCE AMENDING CHAPTER 4 OF THE CITY CODE AMENDING SECTION 4.01
SUBD. 6 RELATING TO BUILDING CONSTRUCTION OF THE CITY CODE PERTAINING TO
PLUMBING PLAN REVIEW AND INSPECTIONS**

THE CITY COUNCIL OF THE CITY OF PINE ISLAND DOES HEREBY ORDAIN:

Section 1. Section 4.01 Subd. 6 of the city code is hereby added with the following language:

SEC 4.01 BUILDING CODE

Subd. 6. Plumbing Plan Review. Prior to installation of a system of plumbing other than for a single-family dwelling with independent plumbing service, complete plumbing plans and specifications, together with any additional information that the Building Official may require, shall be submitted in duplicate and approved by the Building Official. No construction shall proceed except in accordance with the approved plans. Any alteration or extension of any existing plumbing system shall be subject to these same requirements.

Per Minnesota Statutes 326B.43, Subd. 2(n), the plumbing plans and specifications for the following types of projects shall be submitted to the state for review:

- (1) state-licensed facilities as defined in section 326B.103, subdivision 13;
- (2) public buildings as defined in section 326B.103, subdivision 11; and
- (3) projects of a special nature for which department review is requested by either the municipality or the state.

A plumbing system installation, as described herein, shall be subject to inspection as required by the Minn. Rules, part 1300.0215.

Fees for Plumbing Plan Review shall be as authorized in Minnesota Rules, Chapter 1300. Permit and plan Review fees shall be assessed for work governed by this chapter in accordance with the fee schedule adopted by the City Council via resolution. In addition, a surcharge fee shall be collected on all permits issued for work governed by this code in accordance with Minnesota Statutes, section 326B.148.

Section 2. This ordinance shall be in full force and effect from and after its passage and publication according to law.

Adopted this 19th day of August 2025



David Friese, Mayor

Attest:



Elizabeth Howard, City Administrator

Published this 27th day of August 2025

MANTORVILLE TOWNSHIP RESOLUTION NO. _____

CITY OF MANTORVILLE RESOLUTION NO. 2026-18

MUNICIPAL BOUNDARY ADJUSTMENT DOCKET NO. _____

**JOINT RESOLUTION FOR ORDERLY ANNEXATION
BETWEEN THE TOWN OF MANTORVILLE, MINNESOTA
AND THE CITY OF MANTORVILLE, MINNESOTA**

WHEREAS, the City of Mantorville (hereinafter referred to as the "City"), located in Dodge County, Minnesota, and the Township of Mantorville (hereinafter referred to as the "Town" or "Township"), also located in Dodge County, Minnesota, desire to accommodate growth in the most orderly fashion; and

WHEREAS, the Town Board and City Council have expressed their desire to establish a framework for future development of selected properties near the City so as to avail such development of municipal services as much as is practical; and

WHEREAS, a joint orderly annexation agreement between the parties hereto is beneficial to both parties from the standpoint of orderly planning and orderly transition of government within the area proposed to be annexed, and provides the guidelines under which such annexation shall take place.

NOW, THEREFORE, BE IT RESOLVED, in consideration of the mutual terms and conditions that follow, and following a duly published notice of intent to designate the area for annexation as required under law, the City and Town hereby enter into this Joint Resolution for Orderly Annexation (sometimes hereinafter referred to as the "Agreement") and the property herein described is proposed to be annexed by the City and shall be annexed subject to the following terms and conditions:

1. Designation of Orderly Annexation Area.

The Township and the City hereby designate the areas legally described and listed on **Exhibit 1** attached hereto and incorporated herein by reference (hereinafter referred to as the "Orderly Annexation Area") for orderly annexation pursuant to Minnesota Statutes Section 414.0325.

A boundary map showing the Orderly Annexation Area legally described on **Exhibit 1** is attached hereto as **Exhibit 2** and incorporated herein by reference.

The Township and City agree that the Orderly Annexation Area legally described on **Exhibit 1** and designated for orderly annexation pursuant to Minnesota Statutes Section 414.0325 is approximately 531.3 acres and entirely located within Dodge County, Minnesota.

2. Office of Administrative Hearings, Municipal Boundary Adjustments.

Upon adoption by the Town Board and the City Council, this Agreement shall confer jurisdiction upon the State of Minnesota Office of Administrative Hearings, Municipal Boundary Adjustments (hereinafter referred to as the "MBA") or its successor pursuant to Minnesota Statutes.

3. No Alterations of Boundaries.

The Township and City mutually agree and state that the MBA may review and comment, but no alterations by the MBA of the stated boundaries of the area designated for orderly annexation is appropriate.

4. Review and Comment by Municipal Boundary Adjustments.

The Township and City mutually agree and state that this Agreement sets forth all the conditions for annexation of the areas designated on **Exhibit 1** and that no consideration by the MBA is necessary. At such time as the conditions for annexation of the areas set forth on **Exhibit 1** or a portion thereof as described in this Agreement have been met, upon receipt of a resolution for annexation from the City of Mantorville, the MBA may review and comment, but shall, within 30 days, order the annexation in accordance with the terms of said resolution.

5. Planning and Land Use Control Authority.

- A. The Township and City mutually agree and state that all land use authority within the Orderly Annexation Area shall remain with Dodge County and the Township (if the Township chooses to exercise planning, zoning and subdivision authority pursuant to Minnesota law) while such properties remain in the Township. Notwithstanding the foregoing, the City shall have exclusive planning, zoning and subdivision authority over all properties annexed under the authority of this Agreement.
- B. In the event the Township enacts its own zoning or subdivision ordinance, the Township agrees to notify the City of any requests for conditional use permits, land use changes, subdivision, rezoning or grading and filling within the Orderly Annexation Area and allow the City to review and comment on the same.
- C. Dodge County requires all applicants to notify and meet with the Township prior to approving subdivision and rezoning requests. Pursuant to subsection 7.B.2 of this Agreement, the parties understand the importance that the City also obtain advanced notice of proposed rezoning and subdivision actions affecting land within the Orderly Annexation Area so that it can provide such property owners with notice of intent to annex pursuant to said subsection. To that end, the Township shall notify the City Administrator via email of any properties that the Township becomes aware that such property owners or prospective buyers desire to rezone such lands to a commercial or industrial use, or desire to subdivide such properties. Such notice shall be sent as

soon as is reasonably practical after the Township Clerk obtains such knowledge so the City can consider whether to send notice to the applicant under subsection 7.B.2.

6. Taxation Reimbursement.

A. Tax Reimbursement. To allow the Township to be reimbursed for the permanent loss of taxable property (determined by Dodge County's GIS system net of existing roads) from Township tax rolls, the City shall make property tax reimbursement payments ("Taxation Reimbursement") to the Township for property annexed pursuant to this Agreement in accordance with subsection 6.A.1 below. Tax exempt property at time of annexation is not subject to Taxation Reimbursement.

1. Following annexation, payments shall be made by the City twice a year, within 30 days of the County's property tax reconciliation distribution to the City, and shall be based on the valuation and tax capacity of the land as it exists in the Township at the time of annexation, in the amounts set forth as follows (for purposes of this subsection, the "first year following annexation" refers to the first year after annexation of the property that the Township no longer collects property taxes on the annexed property):

- (1) In the first year following the annexation, 90% of the property taxes paid to the Township in the year of annexation;
- (2) In the second year following the annexation, 70% of the property taxes paid to the Township in the year of annexation;
- (3) In the third year following the annexation, 50% of the property taxes paid to the Township in the year of annexation;
- (4) In the fourth year following the annexation, 30% of the property taxes paid to the Township in the year of annexation; and
- (5) In the fifth year following the annexation, 10% of the property taxes paid to the Township in the year of annexation.

B. Delinquent Taxes. The City agrees that it shall remit all delinquent taxes, charges and assessments collected from any portion of the Orderly Annexation Area after annexation of such property if such taxes or charges were originally payable while the delinquent property remained in the Township. Additionally, when a property no longer qualifies for special tax treatment through Green Acres or other applicable programs such as Ag Preserves, CRP, This Old House, and taxes that were deferred under one of these programs is paid to the City, the City shall remit to Township the amount it receives which was deferred during the time the property was in the Township.

C. Assumption of Liability for Public Improvements. The City does not assume by this annexation any liability or responsibility for the payment of any obligations issued to

finance public improvements constructed by the Township or for which special assessments were levied by the Township. In the event that the City annexes land under this Agreement upon which outstanding special assessments levied by the Township remain at the time of annexation, the City shall forward to the Township upon receipt all special assessment payments which the City receives as a result of special assessments levied by the Township.

Other than the reimbursement outlined above in paragraphs 6.A, 6.B and 6.C, no other Taxation Reimbursement shall be owed to the Township from the City under this Agreement.

7. Conditions for Orderly Annexation.

The City and the Town mutually state and agree that any property in the Orderly Annexation Area, whether it abuts the City or not, may be annexed to the City by the MBA upon receipt of a resolution from the City requesting such annexation, provided that one of the conditions for annexation contained in 7.A, 7.B, 7.C, or 7.D below are met. The City shall not submit such resolutions to MBA until 10 days after it first provides a copy of the resolution to the Town.

- A. If property does not abut the City and is part of a rural residential area with lots which are part of a recorded plat used for residential purposes ("Platted Residential Subdivision"), then the City may annex said property after a petition for annexation is signed by the owners of record of more than 50% of the platted lots within said Platted Residential Subdivision and submitted to the City and Town. Following such petition, the City may only annex the entire plat or none of the plat. If property does not abut the City and is part of a Non-Platted Residential Subdivision, as defined herein, then the City may annex said property after a petition for annexation is signed by the owners of record of more than 50% of the parcels within said Non-Platted Residential Subdivision and submitted to the City and Town. Following such petition, the City may only annex the entire subdivision or none of the subdivision. A Non-Platted Residential Subdivision is defined as any contiguous group of more than one of the following: a parcel of record used for residential purposes containing five acres or less.
- B. If property is not part of a Platted Residential Subdivision or a Non-Platted Residential Subdivision, then the City may annex said property after the occurrence of any of the following:
 - 1. A petition for the property to be annexed is signed by all of the owners of the property proposed to be annexed and submitted to the City and Township; or
 - 2. The property owner has applied for the property to be subdivided or rezoned to a commercial or industrial zoning district and does not withdraw the application within fourteen days of a written notice being sent to the property owner by the City informing the owner that making such request will result in the property being immediately annexed by the City unless said application is not withdrawn within fourteen days of the mailing of such

letter. Should the property owner fail to withdraw its application within said fourteen-day period, the City will promptly notify the Township and Dodge County of its intent to immediately annex the property, and shall immediately initiate annexation, and the Township and City shall thereafter request that Dodge County deny the application(s) so that the City's zoning and subdivision authority can control following annexation, it being expressly understood and agreed to by the parties that the City should review and act on applications for subdivisions and rezoning requests for properties that are within its borders. Upon annexation, the property owner may subsequently make application to the City for its desired subdivision, rezoning, and any other City approvals that might be required to accommodate its proposed use of the property, which shall be processed by the City pursuant to its local controls.

3. The principal use on the property is commercial or industrial in nature, and
 - a. The septic system on the property has failed (other than a pump failure), must be expanded, or must be moved to a new location and the City has a municipal sewer main within public easement or right-of-way that is adjacent to such property at the time such failure is discovered, expansion or movement is to occur and such City municipal sewer main can serve the property; or
 - b. The well on the property has failed such that a new well must be drilled or water produced by the well contains contaminants that exceed maximum State standards and the City has a municipal water main within public easement or right-of-way that is adjacent to such property at the time such failure is discovered and such City municipal water main can serve the property; or
 - c. A conveyance of the property if the City has both municipal sewer and water services available to such property at the time of conveyance; provided, however, that a conveyance between the following parties shall not qualify a property for annexation under this subsection: between parent and child, between grandparent and grandchild, between siblings, between spouses, or between corporations, partnerships, and limited liability companies where the same parties own at least 50% of both the conveyor and conveyee; or
 - d. At least 15 years have passed since a City-owned municipal sewer main or municipal water main has been extended within a public easement or right-of-way that is adjacent to such property and the City's code requires connection thereto.

- C. Notwithstanding anything herein to the contrary, any residential property within the

Orderly Annexation Area that abuts the City may be annexed by the City pursuant to this Agreement upon a petition for annexation submitted by all of the property owners to the City and Town.

8. Roads Within Area Designated for Orderly Annexation.

The parties agree as follows with regard to the roads located within the Orderly Annexation Area:

A. Roads Serving New Plats. The City shall require that all roadways abutting or serving new platted developments which have been annexed to the City shall be improved by the developer and/or property owner with hard surfacing from the access of the development to the nearest County, City or state road. All said road improvements shall be constructed to City engineering standards.

B. Maintenance of Roads. Following annexation, the road authority provisions in Minnesota Statutes, section 414.038, as may be amended from time to time, shall control.

C. Paved Access Roads. Where a road serving a new platted development has been paved by the City or developer pursuant to paragraph 9.A. above, the City shall become responsible to maintain the entire portion of such paved road, even if the property abutting such paved road remains in the Township, in which case such road shall not be treated as a line road pursuant to Minnesota Statutes Section §164.14.

D. Undue Burden on Town Roads. The Township and City recognize that there may be instances where it is appropriate for the City to assume responsibility to maintain additional portions of Town roads because City development imposes an undue burden on Town roads that serve property annexed under this Agreement. Accordingly, the City shall be required to maintain Township roads in the following circumstances:

1. Where the average daily traffic count increases by at least 25% on a Township road within a three-year period and such road is within one-half mile of a residential subdivision that was developed in the City within the past three years from land annexed from the Orderly Annexation Area, the City shall, at the Township's request, maintain the portion of such road that has experienced such 25% or greater average daily traffic count increase; or
2. The City shall, at the Township's request, maintain the entire road (i.e. both sides of the road) where the City has annexed property abutting one side of the road and has developed a residential, commercial or industrial subdivision abutting such road that accesses such road. The length of road required to be maintained shall be limited to the length of road directly abutting the property annexed under this Agreement from the access point for the development to the nearest County, City or state road.

E. Use of Township Roads. For properties annexed under this Agreement, the City shall establish haul routes in any development agreements which, during subdivision development (including construction of residences), require all construction traffic use state trunk highways, Dodge County highways or Mantorville

city streets, and that Township roads be used only when no state trunk highway, Dodge County highway or Mantorville city street is reasonably available. The City's developer's agreements shall also require that the developer pay the Township for the cost to repair any road damage, as determined by the Township, that may occur as a result of construction traffic using Township roads.

9. Provision of Municipal Utility Service.

A. Extension of Services. Extension of sanitary sewer service to annexed properties requesting sewer service will be a high priority by the City.

B. Assessment Rates. Assessment or connection charges to annexed properties will be at the City's customary rates for improvements of a similar type at the time of benefit and/or connection to said service.

C. Timeline for Connection. Annexed properties for which municipal services are available must connect to municipal services when required by the City Code, provided, however, that annexed properties that, at the time of annexation, had a functioning septic system and well shall not be required to connect for 15 years from the later of 1) the date of annexation, or 2) the date a City-owned municipal sewer main or municipal water main has been extended within a public easement or right-of-way that is adjacent to such property. However, if within that grace period: 1) such property's septic system fails (other than a pump failure), must be expanded, or must be moved to a new location, the City may require immediate connection to municipal sewer and water services if a City-owned municipal sewer main has been extended within a public easement or right-of-way that is adjacent to such property and the City's code requires connection thereto; or 2) the well on the such property fails such that a new well must be drilled or water produced by the well contains contaminants that exceed maximum State standards, the City may require immediate connection to municipal sewer and water services if a City-owned municipal water main has been extended within a public easement or right-of-way that is adjacent to such property and the City's code requires connection thereto.

D. Provision of Other Municipal Services. The City shall be responsible for the provision of all normal and customary municipal services to annexed properties.

10. Deferred Assessment Policy.

With respect to road, sewer and water improvements to be constructed within the Orderly Annexation Area, the City's policy for deferred, delayed, or future assessments for such improvements shall be as follows:

A. Sanitary Sewer and Water Utilities. In the event the City extends sanitary sewer and water utilities within the Orderly Annexation Area through property that the City has not annexed at the time of such extension, the City may specially assess such properties in accordance with Minn. Stat. § 429.052.

B. Street Curb and Gutter and Storm Sewer Utilities. The City shall not

specially assess any properties in the Township related to the cost of construction of streets, curb, and gutter or storm sewer within the Orderly Annexation Area. However, the City may, if it chooses, and to the extent permitted by law, impose charges upon such properties for such properties' proportionate share of such improvements as a condition of annexation to the City.

C. Reservation of Rights. The City reserves the right to enter into development agreements with the developer of any specific parcels of property within the Orderly Annexation Area that vary from the terms of this paragraph 9 with respect to such parcel.

11. Authorization.

The appropriate officers of the City and Town are hereby authorized to carry the terms of this Agreement into effect.

12. Severability and Repealer.

A determination that a provision of this Agreement is unlawful or unenforceable shall not affect the validity or enforceability of the other provisions herein. Any prior agreement or joint resolution existing between the parties and affecting the property described in the attached Exhibits shall be considered repealed upon the effective date of this Agreement.

13. Effective Date and Termination.

This Agreement shall be effective upon adoption by the governing bodies of the City and Town and approval by the MBA. Unless the parties have agreed to an extension, this Agreement shall terminate 25 years from the date both parties have executed this Agreement. Notwithstanding the termination of this Agreement, the provisions of paragraphs 6 and 8 of this Agreement shall remain binding after the termination of this Agreement for all properties annexed under the terms of this Agreement prior to its termination, and paragraph 7.B.3.d of this Agreement shall remain in force for 15 years after a City-owned municipal sewer main or municipal water main has been extended within a public easement or right-of-way that is adjacent to such properties to which paragraph 7.B.3.d applies and such City owned municipal sewer main or municipal water main has been installed prior to the expiration of this Agreement.

14. Disputes and Remedies.

The City and Township agree as follows:

- A. Direct Negotiation. When a disagreement over interpretation of any provision of this Agreement shall arise, the City and the Township shall direct staff members or consultants, as they deem appropriate, to meet at least one time at a mutually convenient time and place to attempt to resolve the dispute through direct negotiation.
- B. Mediation/Arbitration. When the parties to this Agreement are unable to resolve one or more disputes through direct negotiation, the parties shall submit their respective

grievances to mediation or, only with subsequent written consent of both parties, binding arbitration.

- C. Adjudication. When the parties to this Agreement are unable to resolve their respective grievances either through direct negotiation or mediation, and mutual written consent to binding arbitration does not occur, either party may seek relief through initiation of an action in a court of competent jurisdiction. In addition to the remedies provided for in this Agreement and any other available remedies at law or equity, in the case of a violation, default, or breach of any provision of this Agreement, the non-violating, non-defaulting, or non-breaching party may bring an action for specific performance to compel the performance of this Agreement in accordance with its terms.

15. **Amendment.**

Both parties reserve the right to initiate an amendment or revision to this Agreement at any time, and such amendments or revisions may only occur by subsequent joint resolution. Upon initiation, the parties agree to meet and discuss the proposed amendment or revision, but neither party shall be required to approve such amendment or revision.

16. **Costs Associated with Orderly Annexation Agreement.**

Each party shall pay its own costs incurred in the negotiation, development and implementation of this Agreement, but the City shall pay any filing fees and any other fees required by the State of Minnesota, including all staff attorney and administrative law judge charges that may be assessed against either the City or the Township pursuant to an annexation requested under this Agreement.

17. **Venue.**

The venue for all actions concerning this Agreement shall be Dodge County, Minnesota.

18. **Entire Agreement.**

With respect to the Orderly Annexation Area legally described on **Exhibit 1** and shown on **Exhibit 2**, respectively, which are attached hereto and incorporated herein by reference, the terms, covenants, conditions, and provisions of this Agreement shall constitute the entire agreement between the parties hereto superseding all prior agreements and negotiations between the parties.

19. **Notice.**

Any notices required under the provisions of this Agreement shall be in writing and sufficiently given if delivered in person to the Mantorville Township Clerk and the Mantorville City Clerk/Treasurer at their official addresses.

20. **Legal Description and Mapping.**

The Township and City agree that in the event there are errors, omissions or any other problems with the descriptions provided on the exhibits attached hereto, in the judgment of the MBA, the City and Township agree to make such corrections and file any additional documentation including new exhibits making the corrections requested or required by the MBA as necessary to make effective the annexation of said Orderly Annexation Area in accordance with the terms of this Agreement.

21. Other Annexations Limited.

During the term of this Agreement, unless otherwise agreed, the City shall not annex any property from the Township except as set out in this Agreement. It is the intent of the parties that this Agreement set the exclusive geographical boundaries of land which may be annexed and set the exclusive procedures under which annexation from the Township to the City may occur during the term of this Agreement.

The parties recognize that Property owners continue to maintain those options available by law at the time of their action to pursue municipal boundary adjustments. However, during the term of this Agreement, the City will not support any property owner-initiated annexation petition for areas that are located outside of the Orderly Annexation Area. In the event that one or more property owners request annexation of property lying outside of the Orderly Annexation Area, the City Council and Town Board shall jointly meet to discuss the possible annexation of such property if either the Township or the City request such a meeting.

PASSED, ADOPTED AND APPROVED by the Mantorville Town Board of Supervisors,
Dodge County, Minnesota, this _____ day of _____, 2026.

MANTORVILLE TOWNSHIP

_____, Chair

_____, Clerk

PASSED, ADOPTED AND APPROVED by the Mantorville City Council, Dodge County,
Minnesota, this 10th day of August, 2026.

CITY OF MANTORVILLE

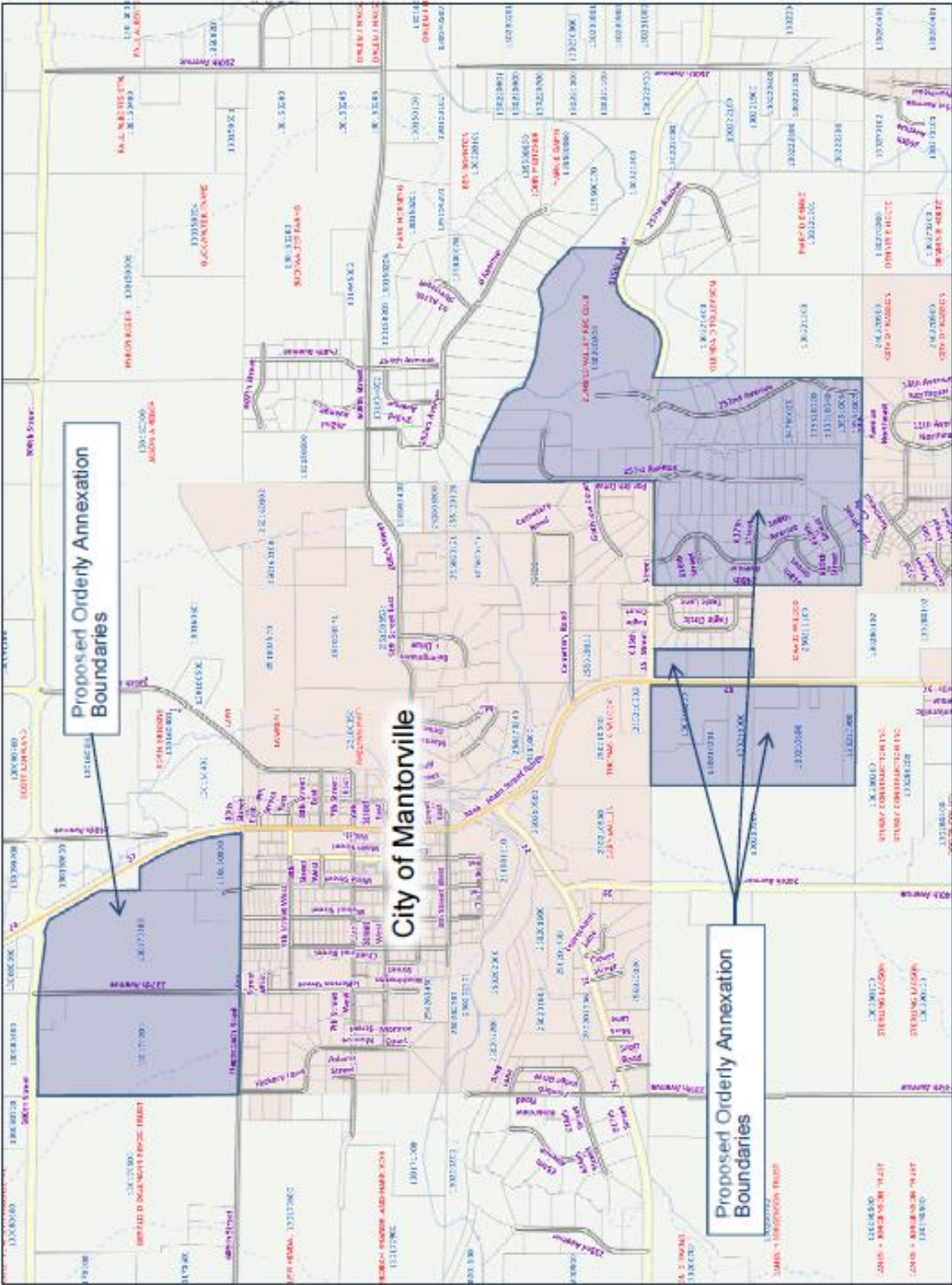
Mayor

City Clerk-Treasurer

EXHIBIT 1
CITY OF MANTORVILLE AND MANTORVILLE TOWNSHIP ORDERLY
ANNEXATION AGREEMENT PROPERTY DESCRIPTION/PID LIST

130170100, 130170200, 130170300, 130170301, 130161000, 130160900,
130210201, 130211000, 130210600, 130210900, 130210200, 130210700,
130210800, 130210300, 130210400, 130210500, 131290090, 131290080,
131290070, 131290060, 131290050, 131290040, 131290030, 131290020,
131290010, 130220200, 130221400, 132350201, 132350202, 132350204,
132350205, 132350206, 132350208, 132350209, 132350210, 132350211,
132350212, 132350213, 132350215, 132350216, 132350217, 132350218,
132350203, 132350207, 132350214, 132350302, 132350303, 132350304,
132350301, 132350219, 132350220, 132350221, 132350222, 130211201,
132350300, 132350401, 132350402, 132350403, 132350405, 132350404,
132350406, 132350408, 132350407, 132350409, 132350200, 132350101,
132350102, 132350103, 132350104, 132350100, 132300010, 132300020,
132300030, 132300040, 132300050, 132300060, 132300070, 132300080,
132300090, 132300100, 132300110, 132300120, 132300410, 132300200,
132300210, 132300220, 132300230, 132300240, 132300250, 132300260,
132300270, 132300280, 132300290, 132300300, 132300310, 130221500,
134760120, 134760100, 134760090, 134760050, 134760040, 134760030,
134760020, 134760010, 135510020, 135510040, 135510060, 135510070,
134760110, 134760080, 134760070, 134760060, 134760040, and
134760030.

EXHIBIT 2 BOUNDARY MAP



Memorandum

To: Mayor and Council
From: Gretchen Lohrbach
Date: 8/7/2026
Re: Open Burning Ordinance

The City Attorney added “For avoidance of doubt, a violation of this subsection shall constitute a misdemeanor offense, which is subject to a maximum penalty of 90 days in jail, or a \$1,000 fine, or both”.

CITY OF MANTORVILLE

ORDINANCE NO. 2026-04

**AN ORDINANCE REPEALING AND REPLACING SECTION 96.13 OF THE
MANTORVILLE CITY CODE REGARDING PERMITS FOR OPEN BURNING**

**THE CITY COUNCIL OF THE CITY OF MANTORVILLE, MINNESOTA, HEREBY
ORDAINS:**

Section 1. Section 96.13 of the Mantorville City Code is hereby repealed in its entirety and replaced with the following new language:

**§96.13 OPEN BURNING PROHIBITED EXCEPT BY PERMIT; PERMIT APPLICATION
PROCEDURE.**

(A) No person shall cause, allow, or permit any open burning on any property in the city without first having obtained an open burning permit, except that no such permit is required for a recreational fire, as defined under § 96.11. For avoidance of doubt, a violation of this subsection shall constitute a misdemeanor offense, which is subject to a maximum penalty of 90 days in jail, a \$1,000 fine, or both.

(B) The fire warden, or a representative authorized by the fire warden, or any other local official duly authorized by the commissioner of the Department of Natural Resources, are hereby authorized to issue open burning permits and may establish reasonable permit conditions for open burning. The procedure for issuing an open burning permit shall be as follows:

- (1) The applicant for an open burning permit must submit to the City a completed open burning permit application on a form prescribed by the City and associated fee in accordance with the City's fee schedule, at least seven days prior to the proposed date of the burn.
- (2) The fire warden, or their representative, or other duly authorized official shall review the application to ensure compliance with the provisions of this Chapter 96 and any applicable laws, statutes, ordinances, and regulations including, but not limited to, Minn. Stat. Ch. 88, as may be amended from time to time.
- (3) The fire warden, or their representative, or other duly authorized official shall inspect the proposed burn site on such occasions as is deemed necessary to adequately review the application. Submission of the application shall constitute authorization for the fire warden, their representative, or other duly authorized official to enter the premises for this purpose.
- (4) A completed application shall either be granted, granted with conditions, or denied within seven calendar days after receipt.

(5) Notwithstanding the provisions of this § 96.13, open burning permits shall not be issued for the burning of prohibited materials, as set forth in § 96.12.

(C) The fire warden, or their representative, or other duly authorized official, as the case may be, may revoke any issued open burning permit in their reasonable discretion for reasons including, but not limited to, the following:

- (1) A fire hazard exists or develops prior to or during the course of the burn;
- (2) Pollution or nuisance conditions develop during the course of the burn; and
- (3) Any of the conditions of the permit are violated prior to or during the course of the burn.

Section 2. Ordinance 2026-02, the City’s 2026 fee schedule, is hereby amended by adding a new Open Burning Permit fee as follows:

LICENSE & PERMIT FEES:

Open Burning Permit	\$25.00
---------------------	---------

Section 3. This ordinance shall be in full force and effect upon its passage and publication.

Passed by the City Council of the City of Mantorville, Minnesota, this 10th day of August, 2026.

Jeffrey Ingalls, Mayor

ATTEST:

Gretchen Lohrbach, City Clerk Treasurer

CITY OF MANTORVILLE
RESOLUTION NO. 2026-15
RESOLUTION AUTHORIZING PUBLICATION OF
ORDINANCE NO. 2026-04 BY TITLE AND SUMMARY

WHEREAS, the city council of the City of Mantorville has adopted Ordinance No. 2026-04, An Ordinance Repealing and Replacing Section 96.13 of the Mantorville City Code Regarding Permits for Open Burning; and

WHEREAS, Minnesota Statutes § 412.191, subdivision 4 allows publication by title and summary in the case of lengthy ordinances or those containing charts or maps; and

WHEREAS, the city council believes that the following summary would clearly inform the public of the intent and effect of the ordinance.

NOW, THEREFORE, BE IT RESOLVED by the city council of the City of Mantorville that city staff shall cause the following summary of Ordinance No. 2026-04 to be published in the official newspaper in lieu of the ordinance in its entirety:

Public Notice

The city council of the City of Mantorville has adopted Ordinance No. 2026-04, An Ordinance Repealing and Replacing Section 96.13 of the Mantorville City Code Regarding Permits for Open Burning. The ordinance prohibits open burning within Mantorville without first obtaining an open burning permit from the Mantorville fire warden. The ordinance establishes the process for issuing an open burning permit and that an issued permit may be revoked. The ordinance provides that open burning permits are not required for recreational fires. The ordinance further amends the City's fee schedule to establish a fee for the open burning permit. The full text of the ordinance is available at city hall during regular business hours.

BE IT FURTHER RESOLVED by the city council of the City of Mantorville that city staff keep a copy of the ordinance in their office at city hall for public inspection and that they post a full copy of the ordinance in a public place within the city.

Dated: August 10, 2026.

BY THE CITY COUNCIL

Jeffrey Ingalls, Mayor

ATTEST:

Gretchen Lohrbach, City Clerk Treasurer