Trail to the Past. Road to the Future.

CITY COUNCIL MEETING

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

1. **Call to Order**

2. **Pledge of Allegiance**

3. **Changes to Agenda**

4. **Consent Agenda **** **pp. 5-53**
   - **A.** Accounts Payable (warrant lists) for 10.12.26
   - **B.** Park Board Meeting minutes 8.25.26
   - **C.** County Commissioners Meeting minutes 9.28.26
   - **D.** Council Meeting Minutes 9.14.26
   - **E.** Sheriff's Report September 2026

5. **Proclamations, Presentations and Recognitions** **pp.55 - 56**
   - **A.** Proclamation thanking Eagle Scout Brady and formally accepting his pickle ball paddle storage box for the pickleball court. **
   - **B.** K-M Schools Superintendent Beth Giese will be present to answer questions about the school levy and referendum.

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**

8. **Public Hearings – Regular Meeting Closed & Open Public Hearing** **pp. 57 - 88**

   A. Public hearing to consider (i) a preliminary plat application to subdivide the property located at 421 Clay Street, Mantorville, Minnesota (PID No. 25.100.0184) into four lots; and (ii) a conditional use permit application for the same property to accommodate a planned unit development with one detached single-family dwelling on each of the four lots. Anyone desiring to be heard regarding the applications 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. More information can be obtained regarding the applications by

contacting staff at City Hall. 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.

Public Hearing Closed – Regular Meeting Opened

B. Resolution 2026-25 Approving a Conditional Use Permit for the Three Cord Cottages Planned Unit Development ** **p. 81**

C. Resolution 2026-26 Approving the Preliminary Plat for Three Cord Cottages within the City of Mantorville ** **p.86**

9. New Business

A. Approval for Ready Set Learn to update their signage– in the Historic District ** **p.89**
B. Mary Ayshford about marketing Mantorville
C. Mantorville Chamber regarding street closures for Fall Festival **
D. Preliminary Budget for 2027 & Line by line discussion of Core Administration & Professional Services
1. Line by Line Meeting Schedule for 2027 Preliminary Budget – Core Administration & Professional Services **pp. 90 - 114**
2. Other budget discussion items

10. Old Business

A. Mantorville Brewing building at 101 5th Street East
B. Progress on property at 401 Walnut street regarding weeds and repairs
C. Plumbing Agreement with CMS discussion

11. Tabled Items

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

Trail to the Past. Road to the Future.

Upcoming Meetings and Events in Mantorville:		
Oct. 12, 2026	*6:30pm*	*City Council Regular Meeting*
Oct 19, 2026	*6:30pm*	*Mantorville EDA Regular Meeting*
Oct 24, 2026	*All day*	*Fall Festival in Mantorville*
Oct. 36, 2026	*6:30pm*	*Council Special Line by Line Meeting*
Oct. 27, 2026	*6:30pm*	*Park and Rec Regular Board Meeting*
Nov. 3, 2026	*7:00am - 8:00pm*	*General Elections*
Nov. 4, 2026	*7:30pm*	*Fire Dept. General Meeting*
Nov. 9, 2026	*6:30pm*	*City Council Regular Meeting*
Nov. 11, 2026	*All Day*	*Veteran's Day – City Offices closed*
Nov, 16, 2026	*6:30pm*	*EDA Regular Meeting*
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.		

** Requires Council Action

CITY COUNCIL SPECIAL MEETING

MUNICIPAL COUNCIL CHAMBERS
21 5TH STREET E, MANTORVILLE, MN 55955
MONDAY, October 12, 2026
Immediately following the regularly scheduled meeting at 6:30pm

1. **Call to Order**

2. **Adopt the Agenda**

3. **Special Closed Session Immediately Following the Regularly Scheduled Meeting at 6:30pm**
   A. Personnel Committee - evaluations

4. **Adjourn**

MANTORVILLE,MN

Payments

Current Period: October 2026

Payments Batch 101226PAY $80,633.70

Refer	0 *LOHRBACH, GRETCHEN*				
Cash Payment	E 101-41500-322 Postage	Reimbursement, Postage - Taft Law Documents			$8.11
Invoice 10/02/26	10/12/2026				
Transaction Date	10/9/2026	MBT Bank Checking	10100	**Total**	$8.11
Refer	0				
Cash Payment					$0.00
Invoice					
Transaction Date	10/9/2026	MBT Bank Checking	10100	**Total**	$0.00
Refer	0 *HARBOR FREIGHT*	Ck# 007015 10/12/2026			
Cash Payment	E 101-43100-240 Tools and Minor Equipm	Tools			$195.49
Invoice					
Transaction Date	10/9/2026	MBT Bank Checking	10100	**Total**	$195.49
Refer	0 *XCEL ENERGY*	Ck# 007013 10/12/2026			
Cash Payment	E 101-43160-381 Electric Utilities	STREET LIGHTS			$1,897.24
Invoice 995428654	10/12/2026				
Cash Payment	E 101-43160-381 Electric Utilities	300 MAIN N BRIDGE LIGHTS			$23.04
Invoice 995428654	10/12/2026				
Cash Payment	E 101-43160-381 Electric Utilities	130 ST.HWY 57 S.CITY SIGN			-$6.57
Invoice 995428654	10/12/2026				
Cash Payment	E 101-43160-381 Electric Utilities	60003 ST.HWY 57 N CITY SIGN			$10.21
Invoice 995428654	10/12/2026				
Cash Payment	E 101-42200-380 Utility Services	21 5TH STREET SIREN			$6.66
Invoice 995428654	10/12/2026				
Cash Payment	E 101-42200-380 Utility Services	21 5TH STREET E FH/CH/PUMP			-$148.41
Invoice 995428654	10/12/2026				
Cash Payment	E 101-42200-380 Utility Services	701 CHESTNUT SIREN			$6.84
Invoice 995428654	10/12/2026				
Cash Payment	E 101-43160-381 Electric Utilities	410 CLAY POLE ON EDA LOT			$44.73
Invoice 995428654	10/12/2026				
Cash Payment	E 101-41940-380 Utility Services	600 7TH STREET WEST MANTORFIEL			$39.67
Invoice 995428654	10/12/2026				
Cash Payment	E 101-41940-380 Utility Services	340 CLAY RIVERSIDE W CENTER			$55.57
Invoice 995428654	10/12/2026				
Cash Payment	E 101-41940-380 Utility Services	342 MAIN ST N RIVERSIDE NE			$53.89
Invoice 995428654	10/12/2026				
Cash Payment	E 101-41940-380 Utility Services	601 GOLFVIEW DENNISON FIELD			$13.41
Invoice 995428654	10/12/2026				
Cash Payment	E 101-41940-380 Utility Services	1008 EAST CITY SHOP			-$283.77
Invoice 995428654	10/12/2026				
Cash Payment	E 602-49450-380 Utility Services	121 BLANCH WWTF+SEC+PUMP			-$1,471.66
Invoice 995428654	10/12/2026				
Cash Payment	E 601-49400-380 Utility Services	841 BLANCH WTR WELL HOUSE			-$35.29
Invoice 995428654	10/12/2026				
Cash Payment	E 601-49400-380 Utility Services	924 JEFFERSON WATER TOWER			-$50.81
Invoice 995428654	10/12/2026				
Cash Payment	E 603-45183-381 Electric Utilities	324 MAIN ST N CAMPGROUND			$566.17
Invoice 995428654	10/12/2026				

MANTORVILLE,MN

Payments

Current Period: October 2026

Cash Payment	E 101-41940-380 Utility Services	101 BLANCH NEW SHOP			$0.00
Invoice 995428654	10/12/2026				
Cash Payment	E 101-41940-380 Utility Services	15 4TH STREET WEST RIVERSIDE			$54.72
Invoice 995428654	10/12/2026				
Cash Payment	E 602-49450-380 Utility Services	601 JEFFERSON LIFT STATION			-$2.53
Invoice 995428654	10/12/2026				
Cash Payment	E 602-49450-380 Utility Services	121 BLANCH AUTO PROTECT LIGHT			$11.23
Invoice 995428654	10/12/2026				
Cash Payment	E 101-43160-381 Electric Utilities	404 MAIN ST UNITY ST LIGHTS			$10.70
Invoice 995428654	10/12/2026				
Cash Payment	E 101-41940-380 Utility Services	300 CLAY ST			$14.77
Invoice 995428654	10/12/2026				
Transaction Date	10/9/2026	MBT Bank Checking	10100	**Total**	$809.81
Refer	0 *XCEL ENERGY*	Ck# 007012 10/12/2026			
Cash Payment	E 101-43160-381 Electric Utilities	39 W LED PUR OPTN			$69.39
Invoice 994964989	10/12/2026				
Transaction Date	10/9/2026	MBT Bank Checking	10100	**Total**	$69.39
Refer	0 *State of Minnesota*	Ck# 007011 10/12/2026			
Cash Payment	G 101-21713 Paid Family Medical Leave	Qtr 3 MN Paid Leave Payment 10/6/26			$516.78
Invoice 338882	10/12/2026				
Transaction Date	10/9/2026	MBT Bank Checking	10100	**Total**	$516.78
Refer	0 *PAYMENT SERVICE NETWORK, IN*	Ck# 007010 10/12/2026			
Cash Payment	E 602-49450-300 Professional Srvs (GEN	Services for September			$120.38
Invoice 330634	10/12/2026				
Cash Payment	E 601-49400-300 Professional Srvs (GEN	Services for September			$64.82
Invoice 330634	10/12/2026				
Transaction Date	10/9/2026	MBT Bank Checking	10100	**Total**	$185.20
Refer	0 *WEX HEALTH, INC.*	Ck# 007009 10/12/2026			
Cash Payment	G 101-21714 Health Savings Account	PR 20 2026 ER			$253.84
Invoice					
Cash Payment	G 101-21714 Health Savings Account	PR 20 2026 EE			$190.00
Invoice					
Transaction Date	10/9/2026	MBT Bank Checking	10100	**Total**	$443.84
Refer	0 *WEX HEALTH, INC.*	Ck# 007014 10/12/2026			
Cash Payment	E 101-41500-300 Professional Srvs (GEN	September Service			$11.00
Invoice 2473629-IN	10/12/2026				
Transaction Date	10/9/2026	MBT Bank Checking	10100	**Total**	$11.00
Refer	0 *VERIZON WIRELESS*	Ck# 007017 10/12/2026			
Cash Payment	E 101-42200-321 Communications Phone/	Service for August & September			$129.28
Invoice 6154217219	10/12/2026				
Transaction Date	10/9/2026	MBT Bank Checking	10100	**Total**	$129.28
Refer	0 *SIMPLY TIDY, LLC*				
Cash Payment	E 101-41940-439 Janitors	September Janitorial Services			$130.00
Invoice 9953	10/12/2026				
Transaction Date	10/9/2026	MBT Bank Checking	10100	**Total**	$130.00
Refer	0 *MN DEPT OF LABOR AND INDUST*				

MANTORVILLE,MN

Payments

Current Period: October 2026

Cash Payment	E 101-42400-300 Professional Srvs (GEN	Qtr 3 Surcharge Fees			$89.50
Invoice 7/1-9/30	10/12/2026				
Transaction Date 10/9/2026		MBT Bank Checking	10100	**Total**	$89.50
Refer 0 *GOPHER SEPTIC SERVICE, INC*					
Cash Payment	E 601-49400-300 Professional Srvs (GEN	Services for September			$12.76
Invoice 6090578	10/12/2026				
Cash Payment	E 602-49450-300 Professional Srvs (GEN	Services for September			$23.69
Invoice 6090578	10/12/2026				
Transaction Date 10/9/2026		MBT Bank Checking	10100	**Total**	$36.45
Refer 0 *DODGE COUNTY INDEPENDENT*					
Cash Payment	E 101-41110-352 Publishing	Hydrant Flushing Ad, ran 9/24/26			$125.00
Invoice 27296	10/12/2026				
Transaction Date 10/9/2026		MBT Bank Checking	10100	**Total**	$125.00
Refer 0 *DODGE COUNTY INDEPENDENT*					
Cash Payment	E 101-41110-352 Publishing	Public Hearing Notice for 10/12/26 ran 10/1/26			$111.15
Invoice 27341	10/12/2026				
Transaction Date 10/9/2026		MBT Bank Checking	10100	**Total**	$111.15
Refer 0 *CMS - CONSTRUCTION MGMT.SER*					
Cash Payment	E 101-42400-300 Professional Srvs (GEN	Fees for August 2026			$736.75
Invoice 817-265285-8	10/12/2026				
Transaction Date 10/9/2026		MBT Bank Checking	10100	**Total**	$736.75
Refer 0 *HAWKINS, INC*					
Cash Payment	E 601-49400-216 Chemicals and Chem Pr	150 lb Chlorine Cylinder			$10.00
Invoice 699913	10/12/2026				
Transaction Date 10/9/2026		MBT Bank Checking	10100	**Total**	$10.00
Refer 0 *DELTA DENTAL*					
Cash Payment	G 101-21708 Dental Insurance	Service for October 2026			$180.72
Invoice 7262592	10/12/2026				
Transaction Date 10/9/2026		MBT Bank Checking	10100	**Total**	$180.72
Refer 0 *LINCOLN NATIONAL LIFE INSURAN*					
Cash Payment	G 101-21711 Life Insurance Payable	Coverage for October 2026			$150.73
Invoice 5011316849	10/12/2026				
Transaction Date 10/9/2026		MBT Bank Checking	10100	**Total**	$150.73
Refer 0 *MINNESOTA RURAL WATER ASSO*					
Cash Payment	E 601-49400-433 Dues and Memberships	MRWA Membership for Nov 2026 - Oct 2027			$450.00
Invoice 9/16/26	10/12/2026				
Transaction Date 10/9/2026		MBT Bank Checking	10100	**Total**	$450.00
Refer 0 *WELCOME CENTER*					
Cash Payment	E 101-46500-437 Other Miscellaneous	Furnace Repair at Welcome Center from EDA			$962.00
Invoice 7645	10/12/2026				
Transaction Date 10/9/2026		MBT Bank Checking	10100	**Total**	$962.00
Refer 0 *AFLAC*					
Cash Payment	G 101-21710 AFLAC	Monthly Premium for prepared on 9/12/26			$33.12
Invoice 132830	10/12/2026				
Transaction Date 10/9/2026		MBT Bank Checking	10100	**Total**	$33.12

MANTORVILLE,MN

Payments

Current Period: October 2026

Refer	0 *NCPERS GROUP LIFE INS.*					
Cash Payment	G 101-21711 Life Insurance Payable	for October Premiums				$32.00
Invoice 608900102026	10/12/2026					
Transaction Date	10/9/2026	MBT Bank Checking	10100	**Total**		$32.00
Refer	0 *BADGER METER*					
Cash Payment	E 601-49400-300 Professional Srvs (GEN	Services for September				$154.63
Invoice 80251274	10/12/2026					
Cash Payment	E 602-49450-300 Professional Srvs (GEN	Services for September				$287.17
Invoice 80251274	10/12/2026					
Transaction Date	10/9/2026	MBT Bank Checking	10100	**Total**		$441.80
Refer	0 *WHKS & COMPANY*					
Cash Payment	E 601-49400-303 Engineering Fees	Mantorville 2026 LSLR				$4,800.00
Invoice 58984	10/12/2026			Project 24-002		
Cash Payment	E 602-49450-303 Engineering Fees	CSAH 15 Lift Station				$6,507.16
Invoice 58982	10/12/2026			Project 23-001		
Cash Payment	E 101-41950-303 Engineering Fees	Eagle Meadows Assistance				$11,693.82
Invoice 58981	10/12/2026					
Cash Payment	E 101-41950-303 Engineering Fees	2026 Street Improvements				$181.68
Invoice 58981	10/12/2026			Project 25-013		
Transaction Date	10/9/2026	MBT Bank Checking	10100	**Total**		$23,182.66
Refer	0 *KENNEDY & GRAVEN, CHARTERE*					
Cash Payment	E 101-41600-304 Legal Fees	General City, employment, and eagle meadows				$528.00
Invoice 195641	10/12/2026					
Cash Payment	E 101-41600-304 Legal Fees	Fyten Brewing Building				$584.71
Invoice 195641	10/12/2026			Project 25-012		
Cash Payment	E 101-41600-304 Legal Fees	421 Clay Street Development				$420.00
Invoice 195641	10/12/2026			Project 26-002		
Transaction Date	10/9/2026	MBT Bank Checking	10100	**Total**		$1,532.71
Refer	0 *ON-SITE COMPUTERS, INC*					
Cash Payment	E 101-41500-300 Professional Srvs (GEN	Monthly Billing for Sept 2026				$367.16
Invoice CW110408	10/12/2026					
Transaction Date	10/9/2026	MBT Bank Checking	10100	**Total**		$367.16
Refer	0 *DODGE COUNTY SHERIFF*					
Cash Payment	E 101-42100-310 Other Professional Servi	Sheriff Contrct for 2026				$9,533.33
Invoice Oct 2026						
Transaction Date	10/9/2026	MBT Bank Checking	10100	**Total**		$9,533.33
Refer	0 *CEDA*					
Cash Payment	E 101-46500-437 Other Miscellaneous	4th Quarter of 2026				$6,147.50
Invoice Qtr 4 2026	10/12/2026					
Transaction Date	10/9/2026	MBT Bank Checking	10100	**Total**		$6,147.50
Refer	0 *JACOBSEN LAW FIRM, P.A.*					
Cash Payment	E 101-41600-304 Legal Fees	September Services				$98.00
Invoice 5164	10/12/2026					
Transaction Date	10/9/2026	MBT Bank Checking	10100	**Total**		$98.00
Refer	0 *ONSITE COMPANIES*					

MANTORVILLE,MN

Payments

Current Period: October 2026

Cash Payment	E 101-45200-410	Rentals	Dennison Park - Hand Sanitizers & Restroom			$127.00
Invoice 2138156	10/12/2026					
Cash Payment	E 101-45200-410	Rentals	Mantor Field - Hand Sanitizers & Restroom			$79.00
Invoice 2138157	10/12/2026					
Cash Payment	E 603-45183-410	Rentals	RV Park - Hand Sanitizers & Restroom			$79.00
Invoice 2138158	10/12/2026					
Transaction Date	10/9/2026		MBT Bank Checking	10100	**Total**	$285.00
Refer	0	*DAVID DROWN ASSOC*				
Cash Payment	E 101-41500-300	Professional Srvs (GEN	2025 Year End Limited Continuing Disclosure			$600.00
Invoice 6569	10/12/2026					
Transaction Date	10/9/2026		MBT Bank Checking	10100	**Total**	$600.00
Refer	0	*CAPITAL ONE BUSINESS*				
Cash Payment	E 101-41500-322	Postage	USPS			$98.40
Invoice 10/16/2026	12/12/2026					
Transaction Date	10/9/2026		MBT Bank Checking	10100	**Total**	$98.40
Refer	0	*KMTELECOM*				
Cash Payment	E 101-41940-321	Communications Phone/	CITY HALL MAIN 5170			$129.90
Invoice 10340079	10/12/2026					
Cash Payment	E 101-41940-321	Communications Phone/	CITY HALL - 5176 - 2ND LINE			$20.91
Invoice 10340079	10/12/2026					
Cash Payment	E 601-49400-321	Communications Phone/	NEW WELL HOUSE FIBER			$25.00
Invoice 10340079	10/12/2026					
Cash Payment	E 101-42200-321	Communications Phone/	FD 5440			$25.90
Invoice 10340079	10/12/2026					
Cash Payment	E 101-41940-321	Communications Phone/	STREETS - SHOP 5119			$97.88
Invoice 10340079	10/12/2026					
Cash Payment	E 601-49400-321	Communications Phone/	WATER TOWER ALARM 3588			$47.08
Invoice 10340079	10/12/2026					
Cash Payment	E 602-49450-321	Communications Phone/	LIFT STATION ALARM 5066			$37.08
Invoice 10340079	10/12/2026					
Cash Payment	E 602-49450-321	Communications Phone/	WWTP 5463 ALARM			$37.08
Invoice 10340079	10/12/2026					
Cash Payment	E 101-41940-321	Communications Phone/	LONG DISTANCE/TAXES/FEES			$7.80
Invoice 10340079	10/12/2026					
Cash Payment	E 602-49450-321	Communications Phone/	61540 251ST AVE LIFT STATION - 5330			$45.74
Invoice 10340079	10/12/2026					
Transaction Date	10/9/2026		MBT Bank Checking	10100	**Total**	$474.37
Refer	0	*WARSAW SOLAR, LLC*				
Cash Payment	E 603-45183-381	Electric Utilities	August Power Sales			$196.98
Invoice 2609-6994D	10/12/2026					
Cash Payment	E 101-43160-381	Electric Utilities	August Power Sales			$1,723.59
Invoice 2609-6994D	10/12/2026					
Cash Payment	E 101-41940-380	Utility Services	August Power Sales			$787.93
Invoice 2609-6994D	10/12/2026					
Cash Payment	E 101-42200-380	Utility Services	August Power Sales			$541.70
Invoice 2609-6994D	10/12/2026					
Cash Payment	E 602-49450-380	Utility Services	August Power Sales			$984.91
Invoice 2609-6994D	10/12/2026					

MANTORVILLE,MN

Payments

Current Period: October 2026

Cash Payment	E 601-49400-380 Utility Services	August Power Sales				$689.43
Invoice 2609-6994D	10/12/2026					
Transaction Date	10/9/2026	MBT Bank Checking	10100		**Total**	$4,924.54
Refer	0 *IMPERIAL DADE*					
Cash Payment	E 101-42200-217 Other Operating Supplie	VB Can Liner 46x50 1.5mil Blk				$114.88
Invoice 43096335	10/12/2026					
Transaction Date	10/9/2026	MBT Bank Checking	10100		**Total**	$114.88
Refer	0 *ALERT-ALL CORP*					
Cash Payment	E 101-42200-437 Other Miscellaneous	Fire Prevention Week - Hats, stickers				$559.00
Invoice 226090738	10/12/2026					
Transaction Date	10/9/2026	MBT Bank Checking	10100		**Total**	$559.00
Refer	0 *BOUND TREE MEDICAL, LLC*					
Cash Payment	E 101-42200-311 First Responder Train/E	Epinephrine autoinjectors				$438.99
Invoice 86360491	10/12/2026					
Transaction Date	10/9/2026	MBT Bank Checking	10100		**Total**	$438.99
Refer	0 *STAFFORD, TROY*					
Cash Payment	E 101-42200-212 Motor Fuels	Reimbursement for Training in Auditing, Reporting, & Pump Operations				$956.00
Invoice 09/23/26	10/12/2026					
Transaction Date	10/9/2026	MBT Bank Checking	10100		**Total**	$956.00
Refer	0 *ULTIMATE SAFETY CONCEPTS, IN*					
Cash Payment	E 101-41940-220 Bldg.Repair and Mainten	Inspection of Extinguisher				$135.50
Invoice 224847	10/12/2026					
Transaction Date	10/9/2026	MBT Bank Checking	10100		**Total**	$135.50
Refer	0 *MENARDS - ROCHESTER NORTH*					
Cash Payment	E 101-45200-401 Repairs/Maint Buildings	Sealant				$128.31
Invoice 95720	10/12/2026					
Cash Payment	E 601-49400-220 Bldg.Repair and Mainten	Floor Squeege, Rods, Batteries				$63.79
Invoice 96055	10/12/2026					
Cash Payment	E 101-45200-401 Repairs/Maint Buildings	Rtd Shtg				$23.33
Invoice 96750	10/12/2026					
Cash Payment	E 101-45200-200 Supplies	Big Utility Tubs				$40.38
Invoice 96799	10/12/2026					
Transaction Date	10/9/2026	MBT Bank Checking	10100		**Total**	$255.81
Refer	0 *NAPA*					
Cash Payment	E 101-45200-404 Repairs/Maint Machinery	Oil Filters				$14.48
Invoice 528105	10/12/2025					
Transaction Date	10/9/2026	MBT Bank Checking	10100		**Total**	$14.48
Refer	0 *TEAM LAB CHEMICAL CORP.*					
Cash Payment	E 101-45200-401 Repairs/Maint Buildings	Herbicide				$167.00
Invoice INV0053678	10/12/2026					
Transaction Date	10/9/2026	MBT Bank Checking	10100		**Total**	$167.00
Refer	0 *LAWSON PRODUCTS, INC*					
Cash Payment	E 101-45200-401 Repairs/Maint Buildings	Insecticide				$76.86
Invoice 9313763430	10/12/2026					

MANTORVILLE,MN

Payments

Current Period: October 2026

Transaction Date	10/9/2026		MBT Bank Checking	10100	**Total**	$76.86
Refer	0 *QUALITY FLOW SYSTEMS*					
Cash Payment	E 602-49450-220	Bldg.Repair and Mainten	Service call to Inspect Pump - not operating			$934.20
Invoice 51867	10/12/2026					
Transaction Date	10/9/2026		MBT Bank Checking	10100	**Total**	$934.20
Refer	0 *HAWKINS, INC*					
Cash Payment	E 601-49400-216	Chemicals and Chem Pr	Chlorine & Acid			$6,623.51
Invoice 7559330	10/12/2026					
Transaction Date	10/9/2026		MBT Bank Checking	10100	**Total**	$6,623.51
Refer	0 *SL CONTRACTING, INC*					
Cash Payment	E 601-49400-300	Professional Srvs (GEN	Mantorville Watermain Repair			$12,440.00
Invoice 15283	10/12/2026					
Transaction Date	10/9/2026		MBT Bank Checking	10100	**Total**	$12,440.00
Refer	0 *MAXSON ELECTRIC*					
Cash Payment	E 602-49450-220	Bldg.Repair and Mainten	Connectors& Couplings with Service			$582.68
Invoice 7649	10/12/2026					
Transaction Date	10/9/2026		MBT Bank Checking	10100	**Total**	$582.68
Refer	0 *MIDWEST PUMP WORKS*					
Cash Payment	E 602-49450-220	Bldg.Repair and Mainten	Pressure Switch			$4,188.00
Invoice INV032156	10/12/2026					
Transaction Date	10/9/2026		MBT Bank Checking	10100	**Total**	$4,188.00
Refer	0 *SIEWERT, WENDY*					
Cash Payment	E 101-41500-350	Print/Binding (GENERAL	CANVA Membership (promo software)			$45.00
Invoice July-Sept2026	10/12/2026					
Transaction Date	10/9/2026		MBT Bank Checking	10100	**Total**	$45.00

Fund Summary

	10100 MBT Bank Checking
	$0.00
101 GENERAL FUND	$42,211.50
601 WATER FUND	$25,294.92
602 SEWER FUND	$12,285.13
603 RV PARK	$842.15
	$80,633.70

Pre-Written Checks	$2,360.79
Checks to be Generated by the Computer	$78,272.91
Total	$80,633.70

MANTORVILLE,MN

Payments

Current Period: October 2026

Payments Batch 100726PAY LRS $994.97

Refer 0 *LRS OF MINNESOTA, LLC*

Cash Payment	E 101-41940-384	Refuse/Garbage Dispos	Service for September		$343.48
Invoice UB743506					
Cash Payment	E 101-42200-384	Refuse/Garbage Dispos	Service for September		$75.38
Invoice UB743506					
Cash Payment	E 101-41940-384	Refuse/Garbage Dispos	Service for October		$362.63
Invoice UB753385					
Cash Payment	E 101-42200-384	Refuse/Garbage Dispos	Service for October		$213.48
Invoice UB753385					
Transaction Date 10/7/2026			MBT Bank Checking 10100	**Total**	$994.97

Fund Summary

	10100 MBT Bank Checking
101 GENERAL FUND	$994.97
	$994.97

Pre-Written Checks	$0.00
Checks to be Generated by the Computer	$994.97
Total	$994.97

MANTORVILLE,MN

Payments

Current Period: September 2026

Payments Batch 092826PAY $6,760.77

Refer	0 *DE Lage Landen Financial Services*		Ck# 006968 9/28/2026			
Cash Payment	E 101-45200-500	Capital Outlay	September Kubota Payments			$485.64
Invoice 598586186	9/28/2026					
Transaction Date	9/28/2026		MBT Bank Checking	10100	**Total**	$485.64
Refer	0 *MINNESOTA ENERGY*					
Cash Payment	E 101-41940-380	Utility Services	4016467-5 STREETS (1008 East St - East Bldg)			$0.00
Invoice						
Cash Payment	E 101-41940-380	Utility Services	4300149-4 STREETS (1008 East St - Middle Bldg)			$21.75
Invoice						
Cash Payment	E 101-41940-380	Utility Services	4028156-0 STREETS (1008 East St - West Bldg)			$0.00
Invoice						
Cash Payment	E 101-42200-380	Utility Services	4229566-7 FIRE DEPT (21 5th St E)			$53.44
Invoice						
Cash Payment	E 602-49450-380	Utility Services	4299022-6 WWTP (121 Blanch St)			$0.00
Invoice						
Transaction Date	9/28/2026		MBT Bank Checking	10100	**Total**	$75.19
Refer	0 *MENARDS - ROCHESTER NORTH*					
Cash Payment	E 101-45200-401	Repairs/Maint Buildings	Insecticide, stain, Water			$52.44
Invoice 93635	9/28/2026					
Transaction Date	9/28/2026		MBT Bank Checking	10100	**Total**	$52.44
Refer	0 *CEDA*					
Cash Payment	E 101-46500-437	Other Miscellaneous	3rd Quarter 2026			$6,147.50
Invoice 070626	9/28/2026					
Transaction Date	9/28/2026		MBT Bank Checking	10100	**Total**	$6,147.50

Fund Summary

	10100 MBT Bank Checking
101 GENERAL FUND	$6,760.77
602 SEWER FUND	$0.00
	$6,760.77

Pre-Written Checks	$485.64
Checks to be Generated by the Computer	$6,275.13
Total	$6,760.77

MANTORVILLE,MN

Payments

Current Period: September 2026

Payments Batch 093026PAY PRsEtc. $10,713.40

Refer	0 *PAYMENT SERVICE NETWORK, IN*		Ck# 006984 9/30/2026			
Cash Payment	E 601-49400-300 Professional Srvs (GEN		Rejected payment 9.15.26			$95.55
Invoice 091626	9/30/2026					
Cash Payment	E 602-49450-300 Professional Srvs (GEN		Rejected payment 9.15.26			$45.58
Invoice 091626	9/30/2026					
Cash Payment	E 604-43150-300 Professional Srvs (GEN		Rejected payment 9.15.26			$4.00
Invoice 091626	9/30/2026					
Transaction Date	10/1/2026		MBT Bank Checking	10100	**Total**	$145.13
Refer	0 *WEX HEALTH, INC.*		Ck# 006985 9/30/2026			
Cash Payment	E 101-41500-300 Professional Srvs (GEN		August 2026 services			$11.00
Invoice 0002455526-IN	9/25/2026					
Transaction Date	10/6/2026		MBT Bank Checking	10100	**Total**	$11.00
Refer	0 *RESNEXUS*		Ck# 006986 9/30/2026			
Cash Payment	E 603-45183-210 Tax and Licensing		service for September			$50.25
Invoice 779290	9/15/2026					
Transaction Date	10/6/2026		MBT Bank Checking	10100	**Total**	$50.25
Refer	0 *WEX HEALTH, INC.*		Ck# 006987 9/30/2026			
Cash Payment	G 101-21714 Health Savings Account		PR 18 2026 ER			$253.84
Invoice 090326	9/3/2026					
Cash Payment	G 101-21714 Health Savings Account		PR 18 2026 EE			$190.00
Invoice 090326	9/3/2026					
Transaction Date	10/6/2026		MBT Bank Checking	10100	**Total**	$443.84
Refer	0 *WEX HEALTH, INC.*		Ck# 006988 9/30/2026			
Cash Payment	G 101-21714 Health Savings Account		PR 19 2026 ER			$253.84
Invoice 091726	9/17/2026					
Cash Payment	G 101-21714 Health Savings Account		PR 19 2026 EE			$190.00
Invoice 091726	9/17/2026					
Transaction Date	10/6/2026		MBT Bank Checking	10100	**Total**	$443.84
Refer	0 *INTERNAL REVENUE SERVICE*		Ck# 006989 9/30/2026			
Cash Payment	G 101-21703 FICA Tax Withholding		PR 19 2026			$1,306.22
Invoice 092926	9/29/2026					
Cash Payment	G 101-21709 Medicare		PR 19 2026			$305.50
Invoice 092926	9/29/2026					
Cash Payment	G 101-21701 Federal Withholding		PR 19 2026			$950.52
Invoice 092926	9/29/2026					
Transaction Date	10/6/2026		MBT Bank Checking	10100	**Total**	$2,562.24
Refer	0 *INTERNAL REVENUE SERVICE*		Ck# 006990 9/30/2026			
Cash Payment	G 101-21703 FICA Tax Withholding		PR Sup 1 2026 Retro Lewis PR 19			$14.22
Invoice 092926-2	9/29/2026					
Cash Payment	G 101-21709 Medicare		PR Sup 1 2026 Retro Lewis PR 19			$3.32
Invoice 092926-2	9/29/2026					
Cash Payment	G 101-21701 Federal Withholding		PR Sup 1 2026 Retro Lewis PR 19			$0.01
Invoice 092926-2	9/29/2026					
Transaction Date	10/6/2026		MBT Bank Checking	10100	**Total**	$17.55
Refer	0 *INTERNAL REVENUE SERVICE*		Ck# 006991 9/30/2026			

MANTORVILLE,MN

Payments

Current Period: September 2026

Cash Payment	G 101-21703 FICA Tax Withholding	Sup 2 PRs 2021-2025 Holiday Pay			$111.26
Invoice 09292026	9/29/2026				
Cash Payment	G 101-21709 Medicare	Sup 2 PRs 2021-2025 Holiday Pay			$26.02
Invoice 09292026	9/29/2026				
Cash Payment	G 101-21701 Federal Withholding	Sup 2 PRs 2021-2025 Holiday Pay			$4.92
Invoice 09292026	9/29/2026				
Transaction Date	10/6/2026	MBT Bank Checking	10100	**Total**	$142.20
Refer	0 *INTERNAL REVENUE SERVICE*	Ck# 006992 9/30/2026			
Cash Payment	G 101-21703 FICA Tax Withholding	PR 20 2026			$1,210.18
Invoice 092926-3	9/29/2026				
Cash Payment	G 101-21709 Medicare	PR 20 2026			$283.04
Invoice 092926-3	9/29/2026				
Cash Payment	G 101-21701 Federal Withholding	PR 20 2026			$828.48
Invoice 092926-3	9/29/2026				
Transaction Date	10/6/2026	MBT Bank Checking	10100	**Total**	$2,321.70
Refer	0 *MINNESOTA REVENUE*	Ck# 006993 9/30/2026			
Cash Payment	G 101-21702 State Withholding	PR 19 2026			$520.42
Invoice 092926	9/29/2026				
Transaction Date	10/6/2026	MBT Bank Checking	10100	**Total**	$520.42
Refer	0 *MINNESOTA REVENUE*	Ck# 006994 9/30/2026			
Cash Payment	G 101-21702 State Withholding	PR Sup 2 2026 2021-2025 Holiday			$28.66
Invoice 092926-2	9/29/2026				
Transaction Date	10/6/2026	MBT Bank Checking	10100	**Total**	$28.66
Refer	0 *MINNESOTA REVENUE*	Ck# 006995 9/30/2026			
Cash Payment	G 101-21702 State Withholding	PR 20 2026			$472.97
Invoice 092926-3	9/29/2026				
Transaction Date	10/6/2026	MBT Bank Checking	10100	**Total**	$472.97
Refer	0 *MN PERA*	Ck# 006996 9/30/2026			
Cash Payment	G 101-21704 PERA	PR 19 2026			$1,609.96
Invoice 093026	9/30/2026				
Transaction Date	10/6/2026	MBT Bank Checking	10100	**Total**	$1,609.96
Refer	0 *MN PERA*	Ck# 006997 9/30/2026			
Cash Payment	G 101-21704 PERA	PR Sup 1 2026 Luellen Retro			$17.17
Invoice 903026-2	9/30/2026				
Transaction Date	10/6/2026	MBT Bank Checking	10100	**Total**	$17.17
Refer	0 *MN PERA*	Ck# 006998 9/30/2026			
Cash Payment	G 101-21704 PERA	PR Sup 2 2021-2025 Holiday			$134.36
Invoice 093026-3	9/30/2026				
Transaction Date	10/6/2026	MBT Bank Checking	10100	**Total**	$134.36
Refer	0 *MN PERA*	Ck# 006999 9/30/2026			
Cash Payment	G 101-21704 PERA	PR 20 2026			$1,489.76
Invoice 093026-4	9/30/2026				
Transaction Date	10/6/2026	MBT Bank Checking	10100	**Total**	$1,489.76
Refer	0 *RESNEXUS*	Ck# 007000 9/30/2026			
Cash Payment	E 603-45183-440 Refunds and Reimburse	September refunds			$128.34
Invoice 093026	9/2/2026				

MANTORVILLE,MN

Payments

Current Period: September 2026

Transaction Date	10/6/2026	MBT Bank Checking	10100	**Total**	$128.34
Refer	0 *RESNEXUS*	Ck# 007001 9/30/2026			
Cash Payment	E 603-45183-210 Tax and Licensing	Fees for September receipts			$139.01
Invoice 090326	9/3/2026				
Transaction Date	10/6/2026	MBT Bank Checking	10100	**Total**	$139.01
Refer	0 *MBT BANK*	Ck# 007002 9/30/2026			
Cash Payment	E 101-41500-300 Professional Srvs (GEN	Sept Cash Mgmt. Fee			$35.00
Invoice 093026	9/30/2026				
Transaction Date	10/6/2026	MBT Bank Checking	10100	**Total**	$35.00

Fund Summary

	10100 MBT Bank Checking
101 GENERAL FUND	$10,250.67
601 WATER FUND	$95.55
602 SEWER FUND	$45.58
603 RV PARK	$317.60
604 STORM SEWER FUND	$4.00
	$10,713.40

Pre-Written Checks	$10,713.40
Checks to be Generated by the Computer	$0.00
Total	$10,713.40

MANTORVILLE,MN

Payments

Current Period: August 2026

Payments Batch 082726PAY amazon $178.63

Refer	0 *AMAZON*		Ck# 006970 8/27/2026			
Cash Payment	E 101-41940-200	Supplies	Bath tissue			$58.28
Invoice 082726	8/27/2026					
Cash Payment	E 101-41500-570	Capital Outlay	Computer Keyboard			$55.99
Invoice 082726	8/27/2026					
Cash Payment	E 101-45200-401	Repairs/Maint Buildings	hand sanitizer			$19.38
Invoice 082726	8/27/2026					
Transaction Date	9/30/2026		MBT Bank Checking	10100	**Total**	$133.65

Refer	0 *AMAZON*		Ck# 006971 8/27/2026			
Cash Payment	E 101-45200-200	Supplies	hand sanitizer			$4.99
Invoice 080626	8/6/2026					
Cash Payment	E 101-43100-240	Tools and Minor Equipm	Measuring wheel			$39.99
Invoice 080626	8/6/2026					
Transaction Date	9/30/2026		MBT Bank Checking	10100	**Total**	$44.98

Fund Summary

	10100 MBT Bank Checking
101 GENERAL FUND	$178.63
	$178.63

Pre-Written Checks	$178.63
Checks to be Generated by the Computer	$0.00
Total	$178.63

MANTORVILLE,MN

Payments

Current Period: August 2026

Payments Batch 083126PAY PRs $13,287.14

Refer	0 *WEX HEALTH, INC.*		Ck# 006972 8/31/2026		
Cash Payment	E 101-41500-300 Professional Srvs (GEN	service for July			$11.00
Invoice 0002437421-IN	8/25/2026				
Transaction Date	9/30/2026	MBT Bank Checking	10100	**Total**	$11.00
Refer	0 *RESNEXUS*		Ck# 006973 8/31/2026		
Cash Payment	E 603-45183-210 Tax and Licensing	service charge August			$50.25
Invoice 770204	8/15/2026				
Transaction Date	9/30/2026	MBT Bank Checking	10100	**Total**	$50.25
Refer	0 *US POSTAL SERVICE*		Ck# 006974 8/31/2026		
Cash Payment	E 604-43150-352 Publishing	Water bill stamps			$10.51
Invoice 8126	8/1/2026				
Cash Payment	E 601-49400-430 Miscellaneous	Water bill stamps			$81.48
Invoice 8126	8/1/2026				
Cash Payment	E 602-49450-437 Other Miscellaneous	Water bill stamps			$170.86
Invoice 8126	8/1/2026				
Transaction Date	9/30/2026	MBT Bank Checking	10100	**Total**	$262.85
Refer	0 *INTERNAL REVENUE SERVICE*		Ck# 006975 8/27/2026		
Cash Payment	G 101-21703 FICA Tax Withholding	PR Fire Dept. from Qtr #1			$208.80
Invoice 08262026	8/26/2026				
Cash Payment	G 101-21709 Medicare	PR Fire Dept. from Qtr #1			$48.83
Invoice 08262026	8/26/2026				
Cash Payment	G 101-21701 Federal Withholding	PR Fire Dept. from Qtr #1			$3,110.11
Invoice 08262026	8/26/2026				
Transaction Date	9/30/2026	MBT Bank Checking	10100	**Total**	$3,367.74
Refer	0 *WEX HEALTH, INC.*		Ck# 006976 8/31/2026		
Cash Payment	G 101-21714 Health Savings Account	ER PR 16 2026			$253.84
Invoice 08062026	8/6/2026				
Cash Payment	G 101-21714 Health Savings Account	ER PR 16 2026			$190.00
Invoice 08062026	8/6/2026				
Transaction Date	9/30/2026	MBT Bank Checking	10100	**Total**	$443.84
Refer	0 *WEX HEALTH, INC.*		Ck# 006977 8/31/2026		
Cash Payment	G 101-21714 Health Savings Account	ER PR 17 2026			$253.84
Invoice 08202026	8/20/2026				
Cash Payment	G 101-21714 Health Savings Account	EE PR 17 2026			$190.00
Invoice 08202026	8/20/2026				
Transaction Date	9/30/2026	MBT Bank Checking	10100	**Total**	$443.84
Refer	0 *INTERNAL REVENUE SERVICE*		Ck# 006978 8/31/2026		
Cash Payment	G 101-21703 FICA Tax Withholding	PR 16 2026			$1,211.46
Invoice 08182026	8/18/2026				
Cash Payment	G 101-21709 Medicare	PR 16 2026			$283.32
Invoice 08182026	8/18/2026				
Cash Payment	G 101-21701 Federal Withholding	PR 16 2026			$834.57
Invoice 08182026	8/18/2026				
Transaction Date	9/30/2026	MBT Bank Checking	10100	**Total**	$2,329.35
Refer	0 *INTERNAL REVENUE SERVICE*		Ck# 006979 8/31/2026		

MANTORVILLE,MN

Payments

Current Period: August 2026

Cash Payment	G 101-21703	FICA Tax Withholding	PR 17 2026			$1,244.56
Invoice 081826		8/31/2026				
Cash Payment	G 101-21709	Medicare	PR 17 2026			$291.06
Invoice 081826		8/31/2026				
Cash Payment	G 101-21701	Federal Withholding	PR 17 2026			$846.81
Invoice 081826		8/31/2026				
Transaction Date	9/30/2026		MBT Bank Checking	10100	**Total**	$2,382.43
Refer	0 *MINNESOTA REVENUE*		Ck# 006980 8/31/2026			
Cash Payment	G 101-21702	State Withholding	PR 16 2026			$477.09
Invoice 081826		8/18/2026				
Transaction Date	9/30/2026		MBT Bank Checking	10100	**Total**	$477.09
Refer	0 *MINNESOTA REVENUE*		Ck# 006981 8/31/2026			
Cash Payment	G 101-21702	State Withholding	PR 17 2026			$487.70
Invoice 08182026		8/18/2026				
Transaction Date	9/30/2026		MBT Bank Checking	10100	**Total**	$487.70
Refer	0 *MN PERA*		Ck# 006982 8/31/2026			
Cash Payment	G 101-21704	PERA	PR 16 2026			$1,495.56
Invoice 08192026		8/19/2026				
Transaction Date	9/30/2026		MBT Bank Checking	10100	**Total**	$1,495.56
Refer	0 *MN PERA*		Ck# 006983 8/31/2026			
Cash Payment	G 101-21704	PERA	PR 17 2026			$1,535.49
Invoice 081926		8/19/2026				
Transaction Date	9/30/2026		MBT Bank Checking	10100	**Total**	$1,535.49

Fund Summary

	10100 MBT Bank Checking
101 GENERAL FUND	$12,974.04
601 WATER FUND	$81.48
602 SEWER FUND	$170.86
603 RV PARK	$50.25
604 STORM SEWER FUND	$10.51
	$13,287.14

Pre-Written Checks	$13,287.14
Checks to be Generated by the Computer	$0.00
Total	$13,287.14

Trail to the Past. Road to the Future.

PARK AND RECREATION BOARD MEETING MINUTES

DRAFT

MEETING INFORMATION

Date:	Tuesday, August 25, 2026
Time:	6:30 PM – 7:12 PM
Location:	Municipal Council Chambers, 21 5th Street E, Mantorville, MN 55955
Chairperson:	Brad Germundson

ATTENDEES

Members Present:	Chairperson Brad Germundson and Vice Chairperson Don Hofsted. Board Members Matt Wohlenhaus and Tony Meyers. Council Representatives Kim Boyum and Brandy Ramer.
Members Regret:	Board Member Jim Potter 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 ORDERf
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 7.28.2026

Motion: To approve the minutes of July 28, 2026 as circulated.

Motion By: Member Don Hofsted

Seconded By: Member Tony Meyers

Motion carried unanimously. 6 yeas / 0 nays

3. ADOPT AGENDA

Motion: To adopt the agenda as circulated.

Motion By: Member Brandy Ramer

Seconded By: Member Kim Boyum

Motion carried unanimously. 6 yeas / 0 nays

4. OLD BUSINESS

a. Grants: There is still talk about putting Music in Mantorville putting canopies at Riverside still.

b. Riverside Park: Hydrants did get replaced, ended up costing $2,500. Hydrants themselves are only $250 each. The riprap by the dam had to get put in otherwise we would risk losing the retaining wall by the dam with it being cracked and leaning out.

c. Campground: Joe collected money at the fire box and dump station. Fire box had $60 and the Dump Station had $134.

d. Bergmann Park: Nothing new.

e. Slingerland Park: Brady from the Eagle Scouts brought plans for Joe's approval. So now Brady is working on a stand-alone/2x4 holder for the paddle and balls. Put post on FB. Still waiting on list of donors from Brian for a plaque to have at Slingerland Park thanking Friends of Mantorville.

f. Mantor Field: Still looking for help with staining the dugouts, shed, etc.

g. K-M Dog Park: Nothing new. Joe did collect $144 in the donation box.

h. Denneson Field: Looking for help with staining dugouts. Look at Plaques to thank Friends of Mantorville. They are done playing ball.

i. Community Gardens: Growing tomatoes like crazy, handing them out to those that need.

j. Community / Park Tree Management: Took out stump on West Street and another on the south side of the dam. The stump grinder has pretty much paid for itself.

k. Budget: Joe went through the budget items with the board.

5. RIPRAP AT CAMPGROUND

Motion: To approve $7,500 for a walk-in approach using riprap at the campground only if the funds are available.

Motion By: Member Matt Wohlenhaus

Seconded By: Member Brandy Ramer

Motion carried unanimously. 6 yeas / 0 nays

6. CITY STAFF UPDATES / REPORTS

Marigold Days parade cleanup. Meet at Riverside Park at 5:30 pm.

7. JOINT VENTURES UPDATES

The next Joint Venture

DRAFT

8. ADJOURN

The next Park & Recreation Board meeting is Tuesday, September 29, 2026 at 6:30 PM

Motion: To approve next meeting and Adjourn meeting.

Motion By: Member Matt Wohlenhaus

Seconded By: Member Brandy Ramer

Motion carried unanimously. 6 yeas / 0 nays

Adjourn at 7:12 PM.

DRAFT

UNAPPROVED MINUTES OF THE
DODGE COUNTY BOARD OF COMMISSIONERS REGULAR MEETING
SEPTEMBER 8, 2026

Convened County Board Meeting

The Dodge County Commissioners met in regular session September 8, 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.

Pledge of Allegiance

The pledge of allegiance was recited.

Determine Quorum

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

Members present:	John Allen	District #1
	Tim Tjosaas	District #2
	Rodney Peterson	District #3
	Rhonda Toquam	District #4
	David Kenworthy	District #5
Members absent:	None	
Also present:	Jim Elmquist	County Administrator
	Becky Lubahn	Deputy Clerk
	Paul Kiltinen	County Attorney

Agenda Approved

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

Motion adopted unanimously.

Consent Agenda

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

1.1 Board of Commissioners - Regular Meeting Minutes – August 25, 2026 5:00 PM
1.2 Request Approval of Cell Phone Stipend for Accounting Services Lead
1.3 Velocity EHS Agreement
1.4 Approve Final Payment for SAP 020-618-003

Motion adopted unanimously.

Bills Reviewed

Mr. Venenga reviewed bills with the Board.

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

01	Revenue Fund	$ 94,220.03
13	Road and Bridge Fund	$ 54,025.36
16	Environmental Quality Fund	$ 91,053.91
41	Ditch Fund	$ 6,750.00
	Total	$ 246,049.30

Motion adopted unanimously.

2027 Budget Discussion

The Finance Director reported that at the Board retreat on August 21st, a budget was presented showing a 10.9% increase. Based on the discussions from that meeting and subsequent updated information in the Human Services projected budget, the 2027 budget has been updated and was included in the Board packet for review.

Mr. Venenga informed the Board that there are still some areas in various departments that have not been finalized and will continue to be refined.

The preliminary levy, as presented, represents a net levy increase of 7.7%.

Commissioner Allen stated that he would like to see the levy reduced by an additional 2%.

Commissioner Toquam reported that she was pleasantly surprised with where they are at with the proposed levy.

Commissioner Kenworthy stated he appreciates the work that was done in order to get to the figure they are at.

The County Administrator asked if the Board had a specific levy amount they would like to reach for the preliminary levy. He noted that it is understood the final levy figure will be further reduced from the preliminary levy amount.

Commissioner Peterson indicated that he would like the net levy to stay under $20,000,000.

Commissioner Kenworthy noted that his preference would be to set the preliminary levy at 6.5%.

Opioid Task Force Updates

Ms. Evans and Ms. Basness were available to provide the Board with Opioid Task Force updates.

At the June 23rd Dodge County Board of Commissioners meeting, four projects were presented

for funding approval. The Doc's Recovery House topic was tabled for further information to be gathered. Today, the Dodge County Opioid Task Force presents additional information on third project for funding decisions. Additionally, the Dodge County Opioid Task Force presents a new project looking for feedback and funding decisions.

Proposed Project from June 23rd meeting-

- Doc's Recovery House: Dodge County Peer Connect
  - $40,000 requested
  - Dodge County Peer Connect is a dedicated, 24/7 after-hours peer support and triage phone line for Dodge County residents, staffed by Certified Peer Recovery Specialists, with active coordination and connection into treatment, recovery housing, and community-based services.
  - Dodge County Peer Connect is intentionally structured as a 12-month pilot, with one of its primary purposes being to establish reliable data about the need for after-hours peer support, navigation, and connections to care among Dodge County residents.
  - Specific goals for Year 1:
    - ❖ Start up a dedicated 24/7 Dodge County Peer Connect phone line staffed by Certified Peer Recovery Specialists.
    - ❖ Build a Dodge County-specific resource directory through partnership with Dodge County Public Health and identified community stakeholders.
    - ❖ Provide low-threshold, barrier-free peer support to every Dodge caller, regardless of readiness or circumstance.
    - ❖ Actively coordinate transportation and warm handoffs for Dodge residents connecting into treatment, recovery housing, or other services — including direct connection into Doc's pre-treatment recovery housing program where appropriate.
    - ❖ Implement enhanced county-of-origin tracking to accurately document Dodge County resident engagement across Doc's programs and address historical undercounting.
    - ❖ Deliver quarterly utilization reports to Dodge County, capturing call volume, caller needs, referral outcomes, and Dodge-specific engagement in Doc's programs.
    - ❖ Generate the community-level knowledge and utilization data that can inform Dodge County's ongoing planning, including future decisions about local recovery housing capacity.

New Project Proposal-

- MN Prairie County Alliance: Multidisciplinary training from the National Alliance for Drug Endangered Children
  - $5,800 requested
  - MNPrairie has secured the National Alliance for Drug Endangered Children to provide in-person training on October 6, 2026. Currently, funding supports a 2½- hour session. Opioid settlement funding would expand the event to a full-day, 6½-hour multidisciplinary training.
  - Because the nationally recognized trainers will already be onsite, expanding the training represents an efficient use of opioid settlement funds by maximizing the value of existing travel and logistical costs while significantly increasing the impact of the event.
  - This training provides a unique opportunity to bring together professionals from child welfare, law enforcement, public health, healthcare, education, community corrections,

treatment providers, and other community partners to learn a common evidence-informed framework for responding to children affected by substance use.

Ms. Basness informed the Board that the task force is recommending that no funding be provided to Doc's Recovery House which is located in Olmsted County.

Commissioner Allen stated that he does not support funding Doc's Recovery House and would prefer to keep the funds within Dodge County.

Commissioner Toquam had questions regarding how the funds could be utilized within Dodge County.

The Health Educator informed the Board that MNPrairie has staff utilizing programs designed to assist children who have been affected by substance use.

Commissioner Peterson discussed his experience with the State Board for Mental Health and reported that the Peer Recovery Support Specialist program is a good and functional system. Mr. Peterson stated that he supports funding the program because it helps individuals experiencing mental health issues.

Commissioner Allen noted that it appears they are having difficulty spending the available funds.

Ms. Evens reported that they cannot simply give the money away, as there are numerous restrictions and requirements associated with the funding. She explained that they are utilizing the funds for various purposes and that Doc's Recovery House approached them to assist with the development of a pilot project. Ms. Evens noted that there are limitations on how the funding can be spent.

Commissioner Allen reiterated that he does not support providing Doc's Recovery House with the requested funds.

Commissioner Tjosaas reported that he supports providing Doc's Recovery House with $10,000 for dedicated phone lines to help get the program started.

Ms. Basness was asked whether an amount less than the requested $40,000 could be allocated. The Health Educator stated that less money could be allocated and suggested that the pilot program could potentially operate for a shorter period rather than the full 12 months, allowing them to evaluate how the program progresses.

Commissioner Kenworthy asked whether Doc's Recovery House could be approached about participating in a shorter pilot period. Mr. Kenworthy felt it was important to determine the actual need before contributing a significant amount of funding.

It was noted that the dedicated phone line would be a number recognized as originating from Dodge County.

Commissioner Tjosaas indicated that he supports trying the program for a short period of time. Mr. Tjosaas stated that he felt having a phone line originating from Dodge County was now a moot point. Commissioner Toquam agreed with his comment.

Commissioner Peterson asked that the Board determine the minimum amount necessary to fulfill the funding request. He stated that there are individuals in the community who could benefit from the information and resources provided.

Ms. Basness informed the Board that she will obtain additional information regarding the request.

The Health Educator presented MNPrairie's funding request and informed the Board that the task force is in favor of the request. Ms. Basness noted that the Kasson Police Department and Public Health Department would send staff to the training session.

Motion by Toquam seconded by Allen to approve and authorize allocating $5,800 to the MNPrairie County Alliance Multidisciplinary training from the National Alliance for Drug Endangered Children as requested.

Motion adopted unanimously.

Personnel Agenda Reviewed

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

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

A.	**Administration**
A.1	Duke Harbaugh – Facilities & Fleet Director Step increase from C43 step 4 $51.74 to C43 step 3 $53.30. Effective Date: 9/09/26
A.2	Drug Court Coordinator Authorization to move position's PERA classification under new Probation / Telecommunicator Plan. Effective Date: 1/01/2027
B.	**Environmental Services**
B.1	Mark Brannan – SW Operator No longer employed. Effective Date: 11/30/26
B.2	Solid Waste Operator Authorization to post and fill. Effective Date: 9/08/26
B.3	Samantha Smith – Environmental Technician No longer employed. Effective Date: 9/11/26
B.4	Environmental Administrative Technician Authorization to change status from B31 to B24 based on review of job description changes for vacancy. Effective Date: 9/08/26
B.5	Environmental Administrative Technician Authorization to post and fill. Effective Date: 9/08/26
C.	**Sheriff's Office**

C.1 Dawn Frieberg – 911 Dispatcher (On-Call)
Authorization to hire at B23 step 9 $37.28 to fill approved vacancy.
Effective Date: 9/04/26

Motion adopted unanimously.

Dodge County Parking Lot Seal Coat

Mr. Harbaugh informed the Board that they solicited quotes from four Contractors to complete parking lot crack filling, seal coating and striping on a weekend at the Courthouse/Annex, Government Service Building and Public Health. The four quotes were included in the Board packet for review. The Facilities & Fleet Manger is recommending the Board award the work to Jet Black and Yellow Dawg to complete the work and authorize him to sign the proposals to get this work done this year.

Motion by Allen seconded by Tjosaas to approve and authorize awarding the parking lot seal coat project to Jet Black at a cost of approximately $16,763.44 and Yellow Dawg at a cost of approximately $1,675.00 as recommended and authorize the Facilities & Fleet Manager to sign the proposals to get this project done this year.

Motion adopted unanimously.

Grandstand Repairs and Rehabilitation Professional Service Agreement

Included in the Board packet was the proposed Professional Service Agreement from IENGA, a division of WSE Massey Engineering and Surveying, who also performed the inspection and design for the emergency repairs prior to the stock car races in mid-June. The County has been working with their Design Team over the last few months to allow their team to create a scope and timeline to present to the Commissioners for their consideration. Mr. Harbaugh has also forwarded their contract language for the County Attorney to review.

The Facilities & Fleet Manage is recommending the contract be accepted and signed so they can keep moving forward with this project.

Motion by Allen seconded by Peterson to approve and authorize the Chair to sign the proposed Rehabilitation Professional Service Agreement with IENGA for grandstand repairs at the fairgrounds as recommended.

Motion adopted unanimously.

Request to Review New FTE Position to Sheriff's Office Records Department

Sheriff Rose highlighted four areas in Records where they've seen a dramatic increase in hours required to process data per BCA and FBI standards due to guideline changes.

WARRANTS:

- On average they enter about 93.5 warrants a year

- Average warrant entry used to be 25 minutes each
- Average warrant entry increased to 90 minutes each to follow guidelines outlined by the BCA and FBI

PROTECTION ORDERS :

- On average they enter about 94 protection orders per year
- Protection order entry used to be 25 minutes each
- Average protection order entry increased to 90 minutes each to follow guidelines outlined by the BCA and FBI

VALIDATIONS :

- They average 348.5 validations per year
- Validations used to be 5 minutes each
- Validations increased to 45 minutes each to follow guidelines outlined by the BCA and FBI

Second PARTY CHECKS :

- They average 174 second party checks per year (entry only)
- Second party checks were not previously completed
- Second party checks increased to 45 minutes each to follow guidelines outlined by the BCA and FBI

Just these four categories alone total nearly 600 additional hours per year. This is additional work required by BCA and FBI – this workload will increase as their case load increases. This additional workload needs to be considered when looking at future numbers. It was noted that there are additional areas creating additional workload. Mr. Rose shared a few examples as listed below:

ADDITIONAL INCREASED TASKS:

- Records Data Requests
  - Body Worn Camera Data (very time consuming and increasing)
  - Squad Video Data
  - 911 Audio call Data (requiring transcription and/or redaction)
- Firearms Permits
- ERPO's – new this year and requiring a lot of time to organize and prepare
- Court entering service with incorrect data and now they need to modify the record to correct it and then pack the record
- Social Media

RECORDS OVERTIME:

Their overtime numbers in Records have increased dramatically in the last three years. If their Records Department overtime stays consistent throughout this year, based on the data for the first half of the year, they could end up spending between $55-$60k on overtime. This will be almost eight times what their overtime was in 2024. That is not taking into consideration all the work being

currently done by staff outside of Records to help with their workload. Unfortunately, this is a workload that isn't optional and will likely only increase.

The Sheriff reported that at this point, this is no longer simply an overtime issue. It is an indication that their existing staffing level is not sufficient to sustainably manage the workload being placed on the Records Department.

They anticipate that the cost of continuing to manage this workload through overtime and other additional staffing expenses will soon equal or exceed the cost of adding another full-time Records Technician. When they reach that point, continuing to rely on overtime is no longer the fiscally conservative option.

The County is already paying for additional labor. The question is whether they continue purchasing that labor through overtime or invest those dollars into approximately 2,080 hours of additional annual staffing capacity through another full-time employee.

There is also a significant workforce issue that cannot be reflected solely in the overtime budget. Continued reliance on substantial overtime places their existing employees at greater risk of fatigue and burnout. That can result in decreased productivity, increased use of sick leave, and ultimately the loss of experienced employees.

Turnover in Records is particularly costly because a new Records Technician requires approximately three to six months of training before becoming fully proficient. During that training period, they not only have a new employee operating at reduced capacity, but they must also take one or more of their experienced employees away from their normal responsibilities to provide that training. Losing an experienced employee therefore creates a much greater operational and financial impact than simply filling a vacant position.

Their goal should be to address this problem before burnout creates turnover, rather than after.

Adding another Records Technician would allow them to reduce overtime expenditures, distribute the workload more reasonably, improve coverage during vacations and other absences, increase overall productivity, and protect the County's investment in the experienced employees they already have.

Based upon the overtime trend they are experiencing, Sheriff Rose believes adding this position represents both the more fiscally responsible long-term decision and the more sustainable operational decision for the Sheriff's Office.

Chief Deputy Ryer Anderson was in attendance and stated that one item not mentioned in the report was the loss of a Records Supervisor position in 2013. He explained that Kathy Claassen held the position until the newly elected Sheriff Jensen terminated the position and assumed the supervisory duties.

Mr. Anderson reported that Ms. Claassen's responsibilities extended beyond supervision, as she also performed records-related work. He informed the Board that the Records Office has never fully recovered from the loss of the position and continues to experience difficulty keeping up with its workload. Mr. Anderson stated that the impact of Ms. Claassen's absence, which began more than a decade ago, continues to affect the Records Office's ability to maintain its workload.

Emergency Management Director Matt Maas was present and informed the Board that new requirements from the BCA have dramatically increased the Records Office's workload. He reported that the Records staff is very run down and that the workload is taking a toll on them. Mr. Maas expressed concern that the increased workload could lead staff to seek employment elsewhere.

Commissioner Allen reported that he received a report showing staff overtime hours and noted that it appeared only one employee was regularly working overtime.

Sheriff Rose clarified that the employee Commissioner Allen was referring to has been handling a significant amount of specialized work.

Mr. Maas informed the Board that the employee is performing extensive specialized work with the ProPhoenix program.

Mr. Anderson reported that opportunities for other Records staff to work overtime are available; however, staff are not required to work overtime.

Sheriff Rose stated that overtime is not mandated for Records staff.

The Chief Deputy informed the Board that work not being completed in the Records Office will have an impact when the BCA audits their work. He emphasized that the required work cannot be left unfinished.

Mr. Rose stated that, with the changes in Dispatch and Records, he believes it would benefit the County to move forward with the staffing request.

Commissioner Allen asked the Sheriff to review the situation further and identify additional reductions that could be made to his proposed budget to help accommodate the request.

Commissioner Peterson asked whether the BCA has ever been invited to come in and provide recommendations for improving the Records Office's processes.

The Sheriff stated that when the BCA comes in, they typically identify areas where changes are needed, which often results in additional work for the department.

Mr. Maas informed the Board that they have an individual from the BCA who works with their department to provide training as needed. This individual also conducts their audits.

Commissioner Kenworthy suggested that the Sheriff's Office further review its budget and identify additional areas where cuts could be made to accommodate the staffing request. He stated that he recognizes there is a real need for the position; however, he would like the department to fiscally review its requested budget increase for next year and make reductions where possible to demonstrate an effort to improve the budget. Commissioner Kenworthy stated that if those reductions could be made, he would support the request.

The Sheriff reported that the department is facing several challenges, including increased jail costs.

Commissioner Kenworthy stated that the Board recognizes and understands the challenges facing the Sheriff's Office.

Commissioner Tjosaas asked whether there are specific time frames for submitting the required documentation.

Mr. Maas reported that, under directives from the FBI and BCA, required paperwork must be entered no later than 72 hours after a report is received. He stated that second-party checks are due as soon as possible. The Emergency Management Director explained that the volume of work ebbs and flows and that, depending on the workload, second-party checks can take two to three months to complete. He noted that the downside to delaying second-party checks is that the details of the case may no longer be fresh in staff members' minds. Matt informed the Board that all other processes have a 72-hour time frame, with the exception of second-party checks.

Commissioner Toquam stated that she empathizes with the department and understands that they have a significant workload. She agreed that the department should revisit its budget and identify areas where cuts can be made.

Commissioner Kenworthy thanked Sheriff Rose, Chief Deputy Anderson, and Mr. Maas for their time and for providing information to the Board.

Legal Update

Mr. Kiltinen provided the Board with a legal update.

Return, LLC – CUP #25-05 (Amend) Reviewed

Ms. Grondin presented for the Board's consideration the September 2, 2026 Planning Commission recommendations.

The Zoning Administrator discussed Return, LLC - CUP #25-05.

Motion by Toquam seconded by Peterson to approve of the following action of the Planning and Zoning Commission as reviewed on September 2, 2026 with the reasons, recommendations and conditions as found in the individual permit:

Return, LLC – CUP #25-05 (Amend)
The first public hearing to consider a request for an amendment to Conditional Use Permit #25- 05 to allow for the addition of an onsite fertilizer pelletizing facility to the established Agricultural Sales Business, in the Agricultural District on approximately 24.05-acres (exclusive of road ROW), located in Section 13, Hayfield Township. The applicant is Return LLC and the property owners are Eugene & Suzanne Leckness.

The Planning Commission recommends approval of the amended Conditional Use Permit (C.U.P.), as the request meets the ordinance requirements. The following conditions are recommended:

1. The business hours of operation will be 6 a.m. to 6 p.m., Monday through Friday, with weekend activity being minimal to none.

2. Operation will comply with all local, state, and federal regulations regarding the proposed use of the property. The business shall obtain and maintain all necessary licenses, registrations and/or other approvals for activities taking place at the site.

3. Verification by a certified professional that the site and buildings comply with the Minnesota Accessibility Code, State Building Code and Fire Code shall be provided to be included with a copy of the CUP on file in the Environmental Services Department.

4. Any change involving the addition of new business-related structures or employees beyond that specified in the business plan on file with the CUP, enlargement, intensification of the use or similar changes not specifically permitted by the CUP shall require an amended CUP to be issued.

5. The business shall comply with the conditions of this permit and the information provided in the business plan on file, as amended.

6. Any sign proposed for the business shall meet the performance standards of the Dodge County Zoning Ordinance.

7. The business shall comply with the Nuisance Standards of the Dodge County Zoning Ordinance. Nuisance complaints shall result in review of the CUP by the Planning Commission.

8. Screening from outdoor business-related activities and storage must be maintained on site.

9. Any well on the property shall meet Minnesota Department of Health requirements.

10. All waste generated on site shall be properly disposed of in accordance with the Dodge County Solid Waste Ordinance and MPCA rules.

11. Proof that the business complies with MPCA Hazardous Waste Requirements shall be provided to the Environmental Services Department and filed with the CUP.

12. Proof that the diesel tank is registered with the MPCA shall be provided to the Environmental Services Department to be put on file with the CUP.

13. The business shall be required to register with Emergency Management Director.

14. The applicant shall meet the requirements of the Dodge County Highway Department for the access to meet the county guidelines. A change of use permit shall be granted by the road authority.

15. All sewage treatment systems located on the property shall maintain a valid Certificate of Compliance per Dodge County Zoning Ordinance Chapter 16, section 16.7.1, item K.

16. The applicant shall meet the recommendations of the Dodge County SSTS Program Manager.

17. The applicant shall submit to the County a wash water containment and a disposal plan accepted and approved by the MPCA for the intended washing of equipment and semi-trailers outdoors.

18. The shop's floor drains shall be permanently sealed or properly permitted and converted per DLI's standards. Proof of compliance shall be provided to the Environmental Services Department and filed with the CUP prior to start of expansion.

19. The applicant shall obtain the proper license and permit to meet the MDA requirements. Proof of compliance shall be provided to the Environmental Services Department and filed with the CUP prior to pelletizing activities starting on the property.

Motion adopted unanimously.

Abatement Hearing for PID: 10.010.0300 and 10.010.0301

The Environmental Services Director met with the Board to discuss the abatement hearing for properties 10.010.0300 and 10.010.0301 regarding violations within the public nuisance, solid waste, and zoning ordinances. Mr. Miller's presentation outlined a timeline of the sites and current status. It was pointed out that these properties have been in violation for over two decades with no progress. Environmental Services feels abatement action is required if the violations are to be addressed.

Marlin Schienbein was present and offered the opportunity to speak. Mr. Schienbein stated the county has prevented them from removing cars from the property. He applied for a driveway access so he could remove the vehicles, and his application was denied by the county. Mr. Schienbein noted that in the meantime he had to put in a newer septic system at the cost of $20,000, this was an unexpected expense. He informed the Board that he is trying to do what he can to clean up the property.

Commissioner Toquam clarified which parcel Marlin owned, and which parcel Alice owned.

Commissioner Kenworthy asked Alice Schienbein if she wanted to speak on her behalf, she did not.

Commissioner Toquam asked for clarification on where they wanted to put the new driveway access.

Mr. Schienbein stated he wanted to put the new driveway access on his mom's property as it would be easier to get the cars out on that property, otherwise they would have to cut down trees to get to some of the cars.

Commissioner Peterson ask if they had a driveway put in if he felt they could get all the cars out. Marlin Schienbein stated yes that they could get all the cars out with the new driveway installed.

Commissioner Kenworthy asked for Mr. Schienbein's assurance that he could get the cars out if he had a second driveway. Marlin stated he's been waiting for his second driveway application to get approved by the County so he could get the cars out.

Mr. Kenworthy pointed out that Mr. Schienbein has had sufficient time to remove the cars and has since brought additional vehicles onto the property.

In his own defense, Mr. Schienbein informed the Board that he has had to purchase additional vehicles when some of his other vehicles have broken down.

Commissioner Allen asked whether Marlin had spoken with any of the vehicle haulers. Mr. Schienbein stated that he had but explained that there was an issue with fluids leaking when the vehicles were crushed, which had prevented him from having any additional vehicles crushed.

Zoning Administrator Catherine Grondin was present and reported that she had communicated hauling options to Mr. Schienbein. However, she was informed that the scrap value of the vehicles was not high enough to make hauling them away worthwhile.

Mr. Miller briefly discussed businesses that are available to assist with cleaning up the properties. A list of those businesses was provided to the Board.

Commissioner Toquam discussed the possibility of installing a temporary driveway to facilitate the cleanup process. The driveway would be removed once the cleanup is completed.

Commissioner Kenworthy questioned whether the two lots would be buildable if combined. Ms. Grondin stated that she would need to look into the matter in order to provide an answer.

The Environmental Services Director informed the Board that he has spoken with three businesses that could assist with the cleanup process. He noted that the driveway issue would not be a problem, as the vendors have equipment capable of accessing the vehicles that need to be removed.

Mr. Schienbein questioned why a driveway could not be left in place.

Commissioner Kenworthy discussed the differences between residential and agricultural properties, including the reasons and regulations governing the installation of driveways.

Commissioner Allen asked Mr. Miller to have the three companies visit the property and obtain quotes for the cleanup work.

Commissioner Kenworthy asked Mr. Schienbein if he was willing to allow staff onto their properties to obtain estimates for removing the vehicles.

Marlin indicated that he was willing to allow staff onto their properties to obtain quotes.

Mr. Miller reported that all three of the businesses he has had contact with have indicated that they would be available later this week to visit the properties and provide quotes for removing the vehicles.

Commissioner Kenworthy again asked if both Marlin and Alice were agreeable to allowing someone onsite to complete the necessary work.

Marlin and Alice Schienbein stated that they were agreeable to allowing individuals onto their property to resolve the issue.

It was the consensus of the Board that Mr. Miller should make arrangements with the three vendors to visit the Schienbein property later this week to obtain quotes for removing the vehicles from the properties.

Public Health Committee Report

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

Public Health Update

1. Provided a status update on the Dodge-Steele CHB dissolution. All grant splits have been submitted to MDH. Grant contracts will be coming in the next few months for the Dodge County CHB. Additional information will be shared following a meeting with Steele County before the board meeting.

2. Toward Zero Deaths (TZD) grant application has been delayed due to various issues with the new grant system. It is anticipated that the new system will be open soon. Public Health will be applying for funds to remain stable and work to focus on criteria identified by Department of Public Safety.

3. Flu Vaccine clinics will be starting soon. The School Located Immunization Program (SLIP) will be providing flu shots to students at Hayfield, Kasson-Mantorville, and Triton School districts. They have scheduled their clinic serving clients at The Center Clinic and are working on scheduling community vaccine clinics.

4. Staffing update.

Administration Committee Report

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

Agency Reports

Commissioners provided their agency reports. Commissioner Allen did not have any meetings to report. Commissioner Kenworthy attended a D&O Executive meeting, a Task Force meeting, an Ice Arena meeting and a County Board meeting. Commissioner Peterson attended a Mental Health Council meeting, a Mental Health Awareness event at the State Fair and a Human Services Performance Council meeting. Commissioner Tjosaas a Drug Court Task Force meeting and a Public Health meeting. Commissioner Toquam attended a MNPrairie Joint Powers Board meeting, a MNPrairie Transition meeting and a MNPrairie Policy Committee meeting.

The County Attorney left the meeting at 11:18 a.m.

Other Deferred Business

There were no Other Deferred Business items to discuss.

Meeting Adjourned

Motion by Peterson seconded by Tjosaas to adjourn the meeting at 11:21 a.m.

Motion adopted unanimously.

The next meeting of the Dodge County Board of Commissioners will be held on September 22, 2026 at 5:00 p.m.

City of Mantorville
Regular City Council Minutes
September 14, 2026

DRAFT

1. Call to Order

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

Present: Mayor Jeff Ingalls

Councilmembers:
Lynnette Nash
Kim Boyum
Jim Potter – needed to leave the meeting at 9:00pm
Jerrod Kappers

Others Present: City Clerk/Treasurer Gretchen Lohrbach
Public Works lead Joe Adams
Public Works Wade Schroeder
Fire Chief Paul Lushinsky
First Responder Troy Stafford
City Financial Advisor Mike Bubany

2. Pledge of Allegiance

Everyone stood and recited the Pledge of Allegiance.

3. Changes to the Agenda

Agenda approved as presented.

4. Consent Agenda

A. Accounts Payable (warrant list) for 9.14.26
B. Park Board Meeting minutes 7.28.26

C. County Commissioners Meeting minutes 7.28.26
D. County Commissioners Meeting minutes 8.11.26
E. Fire Department Member minutes September 2026
F. Sheriff's Report August 2026
G. Council Meeting Minutes 7.13.26
H. Council Meeting Minutes 8.10.26
I. Approval for payment #5 to Winona Mechanical Inc. for CSAH 15 Lift Station
J. County Commissioners Meeting Minutes 8.25.26
K. MN Dept. of Health Lead/Copper Tap Water Report

Councilmember Potter moved and Councilmember Kappers seconded to approve the consent agenda as presented.

Motion carried: 5 ayes / 0 nays

5. Proclamations, Presentations and Recognitions

Mike Bubany with David Drown and Associates (remote by telephone) was present to discuss the preliminary budget for 2027 and bonding for the 2026 lift station. He advised that direct placement is a little higher interest, but the issuing expenses are lower compared to a public bond sale. Sewer revenues will see an increase to support this.

Councilmember Potter moves and Councilmember Nash seconded to approve Resolution 2026-22 Providing for the Issuance and Sale of a $756,000 General Obligation Sewer Revenue Note, Series 2026A and Pledging Net Revenues for the Security and Payment Therof.

Motion carried: 5 ayes / 0 nays

6. Public Concerns

No items.

7. Public Safety Update

A. The Fire Department would like to add an Emergency Medical Responder Only position to the City's Personnel Policy to meet the tremendous need for this type of volunteer. They will not go to fires. They will receive 50% of the PERA retirement contribution. The Fire Department already has two applicants interested in this type of position.

Councilmember Potter moved and Councilmember Kappers seconded to approve the addition of this position to the City's Personnel Policy.

Motion carried: 5 ayes / 0 nays

The new fenders have arrived for the new grass rig. Regarding new trucks, Councilmember Kappers asked about the plan for obtaining new trucks and that trucks often have a waiting period of 18-24 months.

Fire Chief Paul Lushinsky said the Tanker #1, 1989, would be the next to replace approximately 3-4 years from now. No major repairs usually occur on the trucks. They will have a better budget understanding come 2028 because pull tab revenue with the MRA will be better established. They will have one deposit from them this year, and then two every year after.
Council directed staff to look into what we should be putting away for this type of expense. City Clerk Lohrbach will connect with City Financial Advisor Mike Bubany to discuss this.

B. The Dodge County Sheriff's Contract for year 2027 was discussed and they always try to keep the increase under 3% for us for our budgeting purposes.

Councilmember Potter moved and Councilmember Nash seconded to approve the Dodge County Sheriff's contract for year 2027.

Motion carried: 5 ayes / 0 nays

C. MnDOT was given a safety grant to install radar speed limit signs and the City can be a recipient for signs on the North and South sides of Hwy 57 entering the City.

Councilmember Potter moved and Councilmember Kappers seconded to accept the radar speed limit signs from the Minnesota Department of Transportation.

Motion carried: 5 ayes / 0 nays

8. Public Hearings

No items.

9. New Business

A. Councilmember Kappers moved and Councilmember Potter seconded to approve Resolution 2026-21 Accepting Donation of a Pickleball Court at Slingerland Park from Friends of Mantorville.

Motion carried: 5 ayes / 0 nays

B. Mayor Ingalls would like to divide up the budget line by line meeting items so the City can better look at them. One night can be streets, another sewer, and so on. The City can have a second special meeting in October and November. Council agrees this is a good idea.

Councilmember Potter moved and Councilmember Kappers seconded to approve Resolution 2026-24 Adopting the Proposed Property Tax Levy Collectible in the Year 2027, setting the preliminary amount at 9.9%.

Motion carried: 5 ayes / 0 nays

The preliminary levy is always set high, because the City can decide in December to lower it, but is not allowed to raise it from the 9.9%.

10. Old Business

A. The possible fall-in from the creek rushing under the building at 101 5th Street East was discussed. The City Attorney is serving papers and the property owner will need to respond to the letters served and will have 30 days to respond to the summons from the Secretary of State.

Mayor Ingalls would like the possible building fall-in added as a line item to the agenda.

B. Owner of the residence at 401 Walnut Street continues to work on their property and they are trying to get more quotes for their porch repair. Council would like to see a plan for this.

C. Council asked if Construction Management Services Inspects the buildings to make sure the resident is following the plans that were submitted to the City and directed staff to look into this, also to send out the contract for CMS to the Council. Staff was also directed to send Council the other consultant contracts as well.

Councilmember Potter moved and Councilmember Nash seconded to keep this item on the table for now.

Motion carried: 5 ayes / 0 nays

11. Tabled Items

A. Ordinance 2026-04, An Ordinance Repealing and Replacing Section 96.13 of the Mantorville City Code Regarding Permits for Open Burning

B. Resolution 2026-15 Authorizing Publication of Ordinance 2026-04 by Title and Summary

C. Streetlight on HWY 57 across from Casey's

D. Amended Personnel Policy for 2026

No items were pulled from the table.

12. Reports

A. Public Works Report

1) Councilmember Nash moved and Councilmember Potter seconded to approve a pay increase of $0.50 per hour for Luellen Lewins following her 90-day review. She will receive retroactive pay for all the days worked after her 90 days.

2) Public Works lead Joe Adams asked for bids for snow removal for this year and they are due October 9th. He will have information for Council on October 12th so that they can make a decision.

3) A watermain near the Post Office broke and needed to be repaired.

4) Jim Olive would like to donate time and equipment to clean up the rock by the City Brush Dump so that it looks nice.

   Councilmember Potter moved and Councilmember Boyum seconded to approve the clean-up donation from Jim Olive.

   Motion carried: 5 ayes / 0nays

B. City Clerk Report

1) City Clerk Lohrbach continues to work on updating the City's preliminary budget numbers as she receives cost estimates for services and items in year 2027.

2) Deputy City Clerk Siewert is continuing to gather information for the ADA approved website. She is consulting with one of the companies that do this and her contact person is currently out of the office, but she will touch base with her when she is back.

C. Consultant Report

No items.

D. Committee Reports

1) Mantorville Chamber of Commerce

- The cookie tins are in for the Christmas Cookies at the Christmastime event in December. They are $25 early and $30 the day of. The Haunted Hustle is on again for Fall Festival and there will be a wagon ride, a pumpkin roll, and a Bloody Mary Bar at the Hubbell House

2) Economic Development Authority

- $298 was reimbursed to the Mantorville Art Guild for Mantorville advertising in Today Magazine.
- Assistance up to $1,000 for the Welcome Center's furnace was approved at the last meeting.

3) Finance/Budget – No items.

4) Fire Department

- Councilmember Kappers said there had been some problems with the radios. Councilmember Nash said this could be caused by not shutting the radios off first before they are connected to charge.

  Councilmember Kappers also said that the water getting in on the floor when it rains was discussed. Public Works lead Adams will meet with Fire Chief Lushinsky to check the concrete or if the gaskets on the doors need replacing.

5) Infrastructure
- Need to set a date for a meeting before the October budget meeting.

6) Planning and Zoning – No Items

7) Kasson Mantorville Joint Powers

- November 12th is their next meeting.

8) Historical Preservation Committee

- Councilmember Nash may try and connect with Michael Coop, who works with advising Historical Preservation Committees. City Clerk Lohrbach continues to work on ordinances for this.

9) Decorations

- The flowers in the decorative pots along HWY 57 at the corners of 5th Street sit too low so they are unable to be seen very well. Perhaps there could be a way to raise them up a bit.

10) Park Board

- Discussed 2027 Preliminary Budget. The next meeting is Tuesday September 29th.

11) Personnel

- Meets tonight after Council's regular meeting.

12) Fire Department Relief – No Items

13) Township – No Items

E. Councilmember Reports

- Regarding Virgil Andrist's passing, Councilmember Potter would like to acknowledge to Council, Citizen's in attendance, and on the record how much Andrist cared about this community.

- Councilmember also suggested cars parking on only one side of the street at events like Marigold Days so that the streets don't become so narrow that only one car can fit traversing the street at a time.

- There is also a semi that repeatedly parks on the South side of 5th Street by 421 Clay St. and it is taking up parking spaces needed by visitors to town for the melodramas and such. Council directed staff to look into our ordinances on this and what can be done to remedy the situation.

- Councilmember Potter had to leave and excited the meeting at 9:00pm.

- Councilmember Kappers wants to be certain that Council can have something in place that has so that we can follow through on all requests such as residents being asked to clean up their yards.

- Councilmember Kappers also suggested the possibility of the City having one refuse company so that it could potentially reduce the cost for everybody. It could make roads safer because there would only be one truck and would reduce wear and tear on our roads.

Mayor Ingalls said it would probably require an ordinance change to only allow a certain amount of companies to collect waste in town and also said we need better signage about the weight limits on our roads. Council directed staff to consult with the City Attorney about how we could do this and what other communities do.

- Councilmember Nash asked for clarification on the Riverside play border that is on the preliminary park budget list for 2027. Adams said it is a wooden barrier all the way around it that has rotted out and should be replaced with plastic, which is not cheap, but needs to be done.

F. Mayor's Report

- There will be a meeting on the 23rd at the Dodge County Administration Building regarding the roundabout to be put in going North past the Mantorville City limits.

- The possibility of WiFi at Riverside Park was discussed and Todd Kieffer from CEDA is working on a grant for this and Kmtel has a grant available as well that would reimburse the City for its portion to be paid.

- Noah Baumgarten is the new Dodge County Engineer. Mayor Ingalls is going to connect with him for a lunch meeting.

- Formal reviews for all staff members should be scheduled. Councilmember Kappers and Mayor Ingalls will bring a form for evaluations to the October meeting.

- The Personnel Policy needs further amending to the drug and alcohol policy and language regarding THC because it is a legal drug now.

- The CEDA picnic at Riverside Park was nice and a great way to say "Hi" to some folks.

- Council needs an update on the dump station by the campground. Deputy City Clerk Wendy Siewert is working on a variance for it with the State.

- Special thanks to those who helped to pick up after Marigold Days weekend and a special thank you to the Fire Department. It was great to see Don Hofstad recognized as a GEM of Mantorville. We had nice weather and it was a really good Marigold Days weekend.

- Also, the Mayor mentioned that Virgil Andrist's passing was a big loss for this community.

13. <u>Adjourn</u>

Motion was made by Councilmember Kappers and seconded by Councilmember Boyum to adjourn the meeting at 9:30pm.

Motion carried: 4 ayes / 0 nays. Meeting adjourned.

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

Call List

Dodge County Sheriffs Office

Call#	Reported Date	CAD CFS	Location	Disp	Unit#
26-007028	09/29/26 06:26	Warrant	22 6th St E; Mantorville	CLO	
26-007006	09/28/26 12:12	Ambulance Run	915 Chestnut St; Mantorville	CAN	
26-007002	09/28/26 10:55	Civil	406 Blanch St; Mantorville	CLO	
26-007000	09/28/26 07:50	Driving Complaint	5th St E/Bergmann Dr; Mantorville	CLO	
26-006999	09/28/26 07:45	Follow-Up	22 6th St E; Mantorville	CLO	3105
26-006990	09/27/26 17:27	Intel	60135 212th Ave; Mantorville	FUN	3177
26-006984	09/27/26 12:57	Welfare Check		CLO	
26-006969	09/26/26 14:36	Warrant	22 6th St E; Mantorville	CLO	3115
26-006953	09/25/26 16:09	911 Call / Hangup / Open	520 Cemetery Rd; Mantorville	CLO	
26-006950	09/25/26 11:43	Follow-Up	22 6th St E; Mantorville	CLO	3115

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

Call List

Call#	Reported Date	CAD CFS	Location	Disp	Unit#
26-006947	09/25/26 07:57	Welfare Check		CLO	3175
26-006926	09/24/26 10:02	Follow-Up	22 6th St E; Mantorville	CLO	
26-006924	09/24/26 09:07	Follow-Up	22 6th St E; Mantorville	CLO	
26-006920	09/24/26 06:20	Welfare Check		CLO	3135
26-006911	09/23/26 18:52	Ambulance Run	605 Clay St,2; Mantorville	CAN	
26-006906	09/23/26 17:04	Sex Crimes		I	3122
26-006900	09/23/26 15:01	Test/Accidental ICR	22 6TH ST E; Mantorville	SUP	3130
26-006898	09/23/26 14:34	Intel	22 6th St E; Mantorville	CLO	3117
26-006878	09/22/26 14:53	Financial Crimes	22 6th St E; Mantorville	CLO	
26-006876	09/22/26 12:51	Civil	821 West St; Mantorville	CLO	3126
26-006859	09/21/26 19:51	Animal Complaint	605 Clay St; Mantorville	CLO	3177
26-006850	09/21/26 15:50	Follow-Up	22 6th St E; Mantorville	CLO	3175
26-006845	09/21/26 11:47	Follow-Up	22 6th St E; Mantorville	CLO	3117

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

Call List

Call#	Reported Date	CAD CFS	Location	Disp	Unit#
26-006834	09/20/26 16:40	Violate Protection Order	22 6th St E; Mantorville	FU	3132
26-006797	09/18/26 19:24	Ambulance Run	502 Main St N; Mantorville	CLO	3122
26-006789	09/18/26 16:44	Follow-Up	22 6th St E; Mantorville	CLO	3117
26-006787	09/18/26 16:15	Follow-Up	22 6th St E; Mantorville	CLO	3117
26-006784	09/18/26 14:30	911 Call / Hangup / Open	22 6th St E; Mantorville	CLO	
26-006742	09/16/26 14:12	Sex Crimes		A	3117
26-006739	09/16/26 12:15	Abandoned Vehicle	22 6th St E; Mantorville	CLO	
26-006718	09/15/26 09:40	Lost Property	22 6th St E; Mantorville	CLO	

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

Call List

Call#	Reported Date	CAD CFS	Location	Disp	Unit#
26-006695	09/14/26 12:18	911 Call / Hangup / Open	22 6th St E; Mantorville	CLO	
26-006681	09/13/26 19:02	Juvenile Complaint	22 6th St E; Mantorville	UTL	3121
26-006678	09/13/26 18:03	Mv Hit And Run	21 7th St W; Mantorville	CLO	3177
26-006677	09/13/26 17:58	Suspicious Activity	321 Main St N; Mantorville	CLO	3177
26-006675	09/13/26 14:54	Ambulance Run	320 Main St N; Mantorville	CAN	
26-006670	09/13/26 12:07	Ambulance Run	Main St N/5th St E; Mantorville	CLO	3153
26-006669	09/13/26 10:07	Found Property	321 Main St N; Mantorville	CLO	
26-006666	09/13/26 08:03	Posse Event	321 Main St N; Mantorville	CLO	3917
26-006665	09/13/26 07:50	Parking Complaint/Viol	Main St N/4th St E; Mantorville	CLO	3153
26-006662	09/13/26 00:24	Disturbance	21 5th St E; Mantorville	CI	3143
26-006658	09/12/26 20:03	Traffic	West St/6th St W; Mantorville	VW	3143
26-006655	09/12/26 16:06	Ambulance Run	802 Main St N; Mantorville	CLO	
26-006646	09/12/26 12:18	Assist Other Agency	101 4th St SE; Mantorville	CLO	
26-006645	09/12/26 11:58	Traffic	9th St W/West St; Mantorville	CLO	3175
26-006644	09/12/26 11:44	Missing Person	Main St N/5th St E; Mantorville	CLO	3175

** Confidential - Unauthorized Use Prohibited **

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

Call List

Call#	Reported Date	CAD CFS	Location	Disp	Unit#
26-006640	09/12/26 10:52	Ambulance Run	415 Main St N; Mantorville	CLO	3175
26-006636	09/12/26 08:52	Civil	920 Main St N; Mantorville	CLO	
26-006634	09/12/26 07:56	Posse Event	321 Main St N; Mantorville	CLO	3917
26-006590	09/10/26 15:12	Ambulance Run	10 Zumbro Ridge Dr; Mantorville	CLO	
26-006587	09/10/26 13:35	Follow-Up	22 6th St E; Mantorville	CLO	3154
26-006569	09/09/26 16:25	Financial Crimes	22 6th St E; Mantorville	CLO	
26-006560	09/09/26 11:35	Follow-Up	22 6th St E; Mantorville	CLO	
26-006557	09/09/26 10:28	Public Assist/Event	22 6th St E; Mantorville	CLO	3175
26-006550	09/09/26 05:03	Traffic	Main St N/5th St W; Mantorville	CLO	3135

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

Call List

Call#	Reported Date	CAD CFS	Location	Disp	Unit#
26-006530	09/08/26 15:01	Theft Of Property	406 Blanch St; Mantorville	CLO	3126
26-006524	09/08/26 10:22	Warrant	22 6th St E; Mantorville	CLO	3105
26-006479	09/06/26 08:26	Public Assist/Event	607 Stagecoach Rd; Mantorville	CAN	
26-006478	09/06/26 08:06	Civil	22 6th St E; Mantorville	CLO	
26-006464	09/05/26 14:37	Public Assist/Event	607 Stagecoach Rd; Mantorville	CLO	
26-006462	09/05/26 12:51	Ambulance Run	113 7th St W; Mantorville	CAN	
26-006452	09/05/26 06:46	Noise Complaint	405 4th St W; Mantorville	CLO	3135
26-006450	09/05/26 03:25	911 Call / Hangup / Open	13/South Fork Dr SE; Mantorville	CLO	3132
26-006449	09/05/26 01:19	Traffic	Main St N/617th St; Mantorville	VW	3122
26-006447	09/04/26 22:55	Traffic	Main St N/6th St E; Mantorville	CLO	3122

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

Call List

Call#	Reported Date	CAD CFS	Location	Disp	Unit#
26-006409	09/03/26 19:27	Paper Service	616 Chestnut St; Mantorville	CLO	3177
26-006392	09/03/26 12:08	Paper Service	616 Chestnut St; Mantorville	CLO	3175
26-006387	09/03/26 09:23	Intel	22 6th St E; Mantorville	CLO	
26-006362	09/02/26 00:43	Weather Complaint	22 6th St E; Mantorville	CLO	
26-006353	09/01/26 16:53	Follow-Up	22 6th St E; Mantorville	CLO	
26-006340	09/01/26 07:55	Intel	Main St N/617th St; Mantorville	CLO	

MANTORVILLE
MINNESOTA
Trail to the Past. Road to the Future.

Proclamation

Whereas, Eagle Scout Brady has shown a dedicated commitment to serving his community;

and

Whereas, he has shown, through example, that he is a real role model;

and

Whereas, he has given back to this community through his talent on his wooden paddle box project for the Slingerland Park Pickleball Court;

and

Whereas, Mantorville City Council formally accepts the donation of his paddle box project.

NOW, THEREFORE, BE IT RESOLVED that I, Jeffrey Ingalls, by virtue of the authority vested in me as Mayor of the City of Mantorville do herby proclaim Eagle Scout Brady an:

"Outstanding Eagle Scout and Community Member"

IN WITNESS WHEREOF, I have hereunto set my hand the 12th day of October in the year of our lord two thousand twenty-six, and of the State of Minnesota the Two Hundred and eighty-five.

Dated this12th day of October, 2026.

_____
Mayor Jeffrey Ingalls

Eagle Scout Service Project

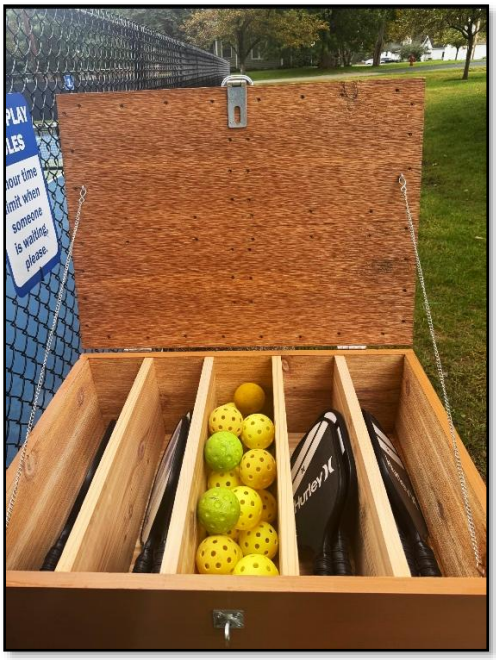
Over the last few years, the City of Mantorville has had the privilege in helping an Eagle Scout navigate their project. In order for their project to be successful, the Eagle Scout has to approach the City Council and/or Park Board with their proposal. The community has to benefit from the planning, development, and leadership in order for it to be successful.

Brady, an Eagle Scout from Mantorville recently completed his Eagle Scout Service Project for the City of Mantorville. The community's newest entertainment at Slingerland Park, Pickleball, now has a Pickel Ball Paddle Holder. This wooden structure holds 8 paddles and 8 balls.

The City of Mantorville and the Park Board appreciates all your hard work and dedication to make this project a success. Thank you Brady!

If you are an Eagle Scout or you know someone that is, consider Mantorville for your next project.





PUBLIC HEARING NOTICE

Notice is hereby given that the Mantorville City Council will hold a public hearing on Monday, October 12, 2026, starting at 6:30 p.m., or as soon as reasonably practical thereafter, in the City Council Chambers at City Hall located at 21 5th Street East, Mantorville, Minnesota, to consider (i) a preliminary plat application to subdivide the property located at 421 Clay Street, Mantorville, Minnesota (PID No. 25.100.0184) into four lots; and (ii) a conditional use permit application for the same property to accommodate a planned unit development with one detached single-family dwelling on each of the four lots. All interested persons may attend the hearing and provide comments. If you are unable to attend the hearing, written comments may also be submitted to the City Council prior to the 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. More information can be obtained regarding the applications by contacting staff at City Hall.

/s/ Gretchen Lohrbach
City Clerk Treasurer

717 3RD AVE SE, STE 101, ROCHESTER, MN 55904

507.634.4505 | WSE.ENGINEERING

September 14, 2026

Gretchen Lohrbach, City Clerk-Treasurer

City of Mantorville, PO Box 188

Mantorville, Minnesota 55955 **SENT VIA ELECTRONIC MAIL**

gretchen@mantorville.com

Re: Three Cord Cottages – 421 Clay Street – Conditional Use Permit (Planned Unit Development), Final Development Plan, Preliminary Plat, and Final Plat

Dear Ms. Lohrbach:

On behalf of our client, Three Cord Homes LLC, we are submitting the conditional use permit, final development plan, preliminary plat, and final plat applications and associated documents for review and scheduling of a Planning Commission meeting.

WSE has prepared these documents in accordance with Chapters 150 and 151 of the Mantorville City Code and the conditions of Ordinance No. 2026-05. This cover letter serves as the narrative and summary of the project.

Narrative:

The project is located at 421 Clay Street (PID 25.100.0184) which is legally described as Lots 6 and 7, Block 2, and the North 1/2 of Lot 8, Block 2, Original Plat of Mantorville, Dodge County, Minnesota. The site is approximately 0.5 acres and is currently vacant. The proposed plat consists of four lots, each containing one single-family detached dwelling of approximately 1,200 square feet.

The City Council adopted Ordinance No. 2026-05 on August 10, 2026, rezoning the property from Commercial to R-2, Multi-Family Residential, and approving the preliminary development plan with conditions. Those conditions require subsequent approval of applications to subdivide the property into four lots (preliminary and final plat), a conditional use permit authorizing the planned unit development, and a final development plan. This submittal is intended to satisfy those conditions.

Public sanitary sewer and watermain are available adjacent to the site and will be extended into the site to serve the lots within this plat. A single shared service will enter the site which will then be stubbed to each home.

Access to each lot is taken from the alley. The development plan is consistent with the preliminary development plan.

The following items are being transmitted electronically, EXCEPT the fees, which will be paid by check.

Conditional Use Permit

1. Cover letter and narrative. (This document)
2. Signed conditional use permit application.
3. Response to conditional use permit and planned unit development approval criteria.
4. Survey and legal description.
5. PUD site plan, including landscaping, parking, setbacks, structures, sidewalks, easements, and zoning summary.
6. House plans
7. Construction plans (grading, drainage, and utility).

Preliminary Plat

8. Signed preliminary plat application.
9. Preliminary plat exhibit.

Final Plat

10. Signed final plat application.
11. Final plat exhibit.
12. Plat legal description.

Please let us know if there are any questions during the review of this application. We kindly request this application be considered complete and placed on the first available Planning Commission Agenda.

Sincerely,

WSE Massey Engineering



Ryan R. Schoenfelder, EIT

Planning and Design

Cc Three Cord Homes LLC, Owner & Applicant

717 3rd Ave SE, Suite 101
Rochester, MN 55904
507-634-4505

33 B Veterans Memorial Highway E, PO Box 100
Kasson, MN 55944
507-634-4505

CITY OF MANTORVILLE
CONDITIONAL USE PERMIT

Fee $300.00

(A) Applicant's Name THREE CORD HOMES LLC Phone _____

(B) Address 1005 9TH AVE NW BYRON, MN 55920 Email Address seegerandco@gmail.com

(C) Owner's Name (if different from Applicant) THREE CORD HOMES LLC Phone _____

(D) Owner's Address 1005 9TH AVE NW BYRON, MN 55920 Email Address seegerandco@gmail.com

(E) Address of the Property 421 CLAY STREET

(F) Tax Parcel ID Number(s) 251000184

(G) Legal Description of the Property ORIGINAL PLAT .56 AC LOT 6-7 & N1/2 LOT 8 BLK 2 (FULL LEGAL INLCUDED)

(H) Present Zoning Classification of the Property R-2

(I) Existing Use of the Property VACANT LAND

(J) The Conditional Use Permit requested is a permitted Conditional Use as described in Section 150.070(D)(7) of the City Code.

(K) Explain the requested conditional use (give details of the type, size, purpose, and any other relevant information regarding the proposed use):

4 LOT PLANNED UNIT DEVELOPMENT FOR SLAB ON GRADE HOMES. HOMES ARE APPROXIMATELY 1,200 SQFT WITH 2 CAR GARAGE.

The undersigned certifies that they are familiar with application fees and other associated costs (City Attorney, Consultant Fees, and Recording Fees) that must be paid before Council can grant approval, and also with the procedural requirements of the Mantorville Zoning Ordinance and other applicable City ordinances. Submittal of the application, required information and fee does not guarantee the issuance of a conditional use permit. Additional information may be needed or conditions may exist that would prevent the actual granting of a conditional use permit.

I hereby certify with my signature that all data on my application form, and any additional sheets, plans and specifications are true and correct to the best of my knowledge.

Applicant Signature _____ Date 09/10/26

Property Owner Signature (if different from Applicant) _____ Date _____

Response to Planned Unit Development and Conditional Use Permit Approval Criteria

421 Clay Street – Three Cord Homes LLC

Three Cord Homes LLC proposes to develop the parcel at 421 Clay Street into four single-family lots, each with one detached single-family dwelling of approximately 1,200 square feet. The site is approximately 0.5 acres and is zoned R-2, Multi-Family Residential. The property was previously developed; the structure that occupied the site was demolished in the late 2000s and the parcel has been vacant since. The following responses address the Planned Unit Development standards and the conditional use permit standards of the Mantorville Zoning Ordinance.

Planned Unit Development Standards

(a) The Planned Unit Development is consistent with the Comprehensive Plan of the city.

The Mantorville Comprehensive Plan guides the vacant land inside the corporate limits for residential growth and states that the majority of that growth is expected to be single-family. The plan also observes that roughly half the land inside the city is vacant, that much of it is constrained by floodplain, terrain, or the cost of extending municipal utilities, and that this delays development and increases pressure to annex land at the edge of the city. This site is the opposite situation: a previously developed parcel in the middle of an established neighborhood, vacant since the former structure was demolished in the late 2000s and already fronting an improved street with municipal utilities in place. Developing it with four single-family homes provides the housing type the plan expects, in a location the plan already guides for residential use, without any new public infrastructure and without pushing growth outward. The plan also identifies the condition and availability of housing as a standing community challenge, which this project helps address.

(b) The Planned Unit Development is an effective and unified treatment of the development plan and provides for the preservation of unique natural amenities such as streams, stream banks, wooded cover, rough terrain, and similar areas.

The site is level and was previously developed, with the former structure demolished in the late 2000s. It contains no streams, stream banks, wooded cover, rough terrain, or similar natural amenities. No natural feature is displaced by the proposed development. There are no significant trees on site. The four lots are planned as a single, coordinated development rather than four unrelated infill lots. Building placement, setbacks, driveway locations, grading, utility service, and landscaping are designed together across the full parcel, which produces a more orderly result than lot-by-lot development of the same ground would allow.

(c) The Planned Unit Development will be developed to harmonize with any existing or proposed development in the areas surrounding the project site.

The blocks to the north, west, and south are developed with detached single-family homes on similar lots, while commercial property lies to the east. The proposed homes are single-story detached dwellings of approximately 1,200 square feet, oriented to the street in the same pattern as neighboring properties, and built with materials and rooflines typical of the neighborhood. At four units on approximately 0.5 acres, the density is well below the maximum permitted in the district and is comparable to the block on which it sits. Because the site sits between the commercial property to the east and the single-family neighborhood on the other three sides, an R-2 development of this scale also functions as a transition between the two, and a better fit at this location than either a continuation of commercial use or a single large-lot house.

(d) The proposed primary uses are listed as either permitted or conditional uses in the zoning district in which the proposed development is located.

Single-family dwellings are a permitted use in the R-2 district, and Planned Unit Developments are a conditional use in the R-2 district. The proposed primary use is therefore allowed in the district.

(e) Financing is available to the applicant on conditions and in an amount, which is sufficient to assure completion of the Planned Unit Development.

Three Cord Homes LLC has secured construction financing through MBTBank. A letter from the lender is available upon request.

Conditional Use Permit Standards

1(a) The effects of the proposed use on the Comprehensive Plan.

The Comprehensive Plan directs residential growth to vacant land within the corporate limits and encourages housing to be distributed through the community in locations with good access to parks, schools, and the downtown rather than concentrated in one area. This site meets that description. The proposed use puts an unused parcel back into productive use and back on the tax rolls, and it does not commit the city to new infrastructure or to a use the plan does not contemplate here.

1(b) The effects of the proposed use upon the health, safety, and general welfare of occupants of surrounding lands.

The proposed homes will connect to municipal sanitary sewer and water and will be constructed to current building and fire code. Site grading will be designed so that drainage is not directed onto adjacent properties. A single-family residential use generates no industrial traffic, no outdoor storage, and no operations outside typical residential hours, so no adverse effect on surrounding occupants is anticipated.

2(a) The use will not create an excessive burden on existing parks, schools, streets, and other public facilities which serve or are proposed to serve the area.

Four dwelling units is a small increment relative to existing capacity. Sanitary sewer, water, and street capacity serving this block are adequate for four homes, and the development adds no new public street or public facility for the city to maintain. Any applicable park dedication or connection fees will be paid by the developer.

2(b) The use will be sufficiently compatible or separated by distance or screening from adjacent residentially zoned or used land so that existing homes will not be depreciated in value and there will be no deterrence to development of vacant land.

The land to the north, west, and south is residential and the proposed use is residential, so compatibility with those properties is achieved by the use itself rather than by separation or screening. Toward the commercial property to the east, the development provides a residential edge that steps down from commercial use to the established single-family neighborhood, which is a more compatible arrangement for the existing homes than an expansion of commercial activity onto this parcel would be. Side and rear setbacks will be maintained along the perimeter of the development, and landscaping is provided along the shared property lines. Replacing a vacant lot with new single-family homes is expected to support, not depreciate, surrounding property values.

2(c) The structure and site shall have an appearance that will not have an adverse effect upon adjacent residential properties.

The homes are modest single-family dwellings designed to read as ordinary houses on the street. Exterior materials, roof pitch, and building height are consistent with nearby homes. Each lot will be graded, seeded or sodded, and landscaped, and no outdoor storage or unscreened refuse areas are proposed.

2(d) The use, in the opinion of the city, is reasonably related to the overall needs of the city and to the existing land use.

The Comprehensive Plan identifies housing supply and condition as an ongoing community challenge and notes that much of the city's remaining vacant land is difficult to serve. Mantorville has continued demand for attainable single-family housing and few opportunities to add it without extending infrastructure. This project meets that need on a parcel already surrounded by residential use and already served, which is also the most logical use of the site given its size and location.

2(e) The use is consistent with the purpose of this chapter and the purposes of the Zoning District in which the applicant intends to locate the proposed use.

The R-2 district is intended for residential development serving the surrounding neighborhood, and the Planned Unit Development provisions are intended to allow flexible, coordinated design in exchange for a result equal to or better than conventional lot-by-lot development. This project uses that flexibility to fit four appropriately scaled homes onto an infill parcel while holding to the character of the block.

2(f) The use is not in conflict with the Comprehensive Plan of the city.

The proposed use is residential, on land the Comprehensive Plan guides for residential growth and that the City has zoned R-2. The scale and housing type are what the plan anticipates for infill development in the established portion of the city. No conflict with the Comprehensive Plan has been identified.

2(g) The use will not cause traffic hazards or congestion.

Four single-family homes generate roughly 35 to 40 vehicle trips per day in total, with only a few trips in any peak hour. Each lot takes access directly from 5th Street W with adequate sight distance, and driveways are served by the alley in the rear of the lots. This volume is well within the capacity of a local residential street.

2(h) The traffic generated by the proposed use can be safely accommodated on existing or planned street systems; and the existing public roads providing access to the site will not need to be upgraded or improved by the city in order to handle the additional traffic generated by the use.

5th Street and the surrounding local street network have capacity for the added trips. No street widening, turn lanes, or other city-funded improvements are required to serve this development. Any restoration of street or boulevard areas disturbed by utility service connections will be completed by the developer to city standards.

2(i) Adequate measures have been taken or are proposed to prevent or control offensive odor, fumes, dust, noise, vibration, or lighting which would otherwise disturb the use of neighboring property.

A single-family residential use does not produce odor, fumes, vibration, or noise beyond what is normal in a residential neighborhood. Exterior lighting will be limited to house-mounted fixtures directed downward and shielded from adjacent properties. During construction, erosion and dust control measures will be installed and maintained, and construction activity will be limited to hours allowed by the city.

2(j) Adequate utilities, parking, drainage, and other necessary facilities will be provided.

Each lot will be served by individual sanitary sewer and water services connected to the existing municipal mains. Any services remaining from the previous structure will be located and either reused or abandoned in accordance with city requirements. Each home provides two off-street parking spaces in an attached garage plus additional driveway parking. The site will be graded to direct runoff to the South/Southeast into an underground storm sewer system, and the grading and utility plans submitted with this application show these improvements in detail.

2(k) The proposed use will not impede the normal and orderly development or improvements of the surrounding property.

The surrounding property is already developed with homes. The development occupies only the subject parcel, dedicates or retains the easements needed for utility service, and leaves no adjacent property without access or service. Nothing about the project constrains how neighboring owners may use or improve their property.

2(l) The proposed use will not be injurious to the use and enjoyment of other property in the neighborhood and will not significantly diminish or impair the values of the property.

New single-family construction on a lot that has stood empty since the former structure was removed is expected to have a neutral to positive effect on neighboring property values. The use is the same as the use of surrounding property, and no operational impacts on neighboring owners are anticipated.

2(m) The use will not disrupt the character of the neighborhood.

The neighborhood is characterized by detached single-family homes on modest lots. The project proposes the same building type at a compatible scale and street orientation. The result returns a developed use to a lot that has been a gap in an established block for roughly fifteen years, rather than introducing a use or building form that is new to the area.

BOUNDARY AND TOPOGRAPHICAL SURVEY
LOTS 6 AND 7 AND PART OF LOT 8 BLOCK 2,ORIGINAL PLAT, MANTORVILLE DODGE COUNTY, MINNESOTA

DESCRIPTION OF RECORD:
Lots 6, 7 and the north half of Lot 8, Block 2, Original Plat of the City of Mantorville, Dodge County, Minnesota.

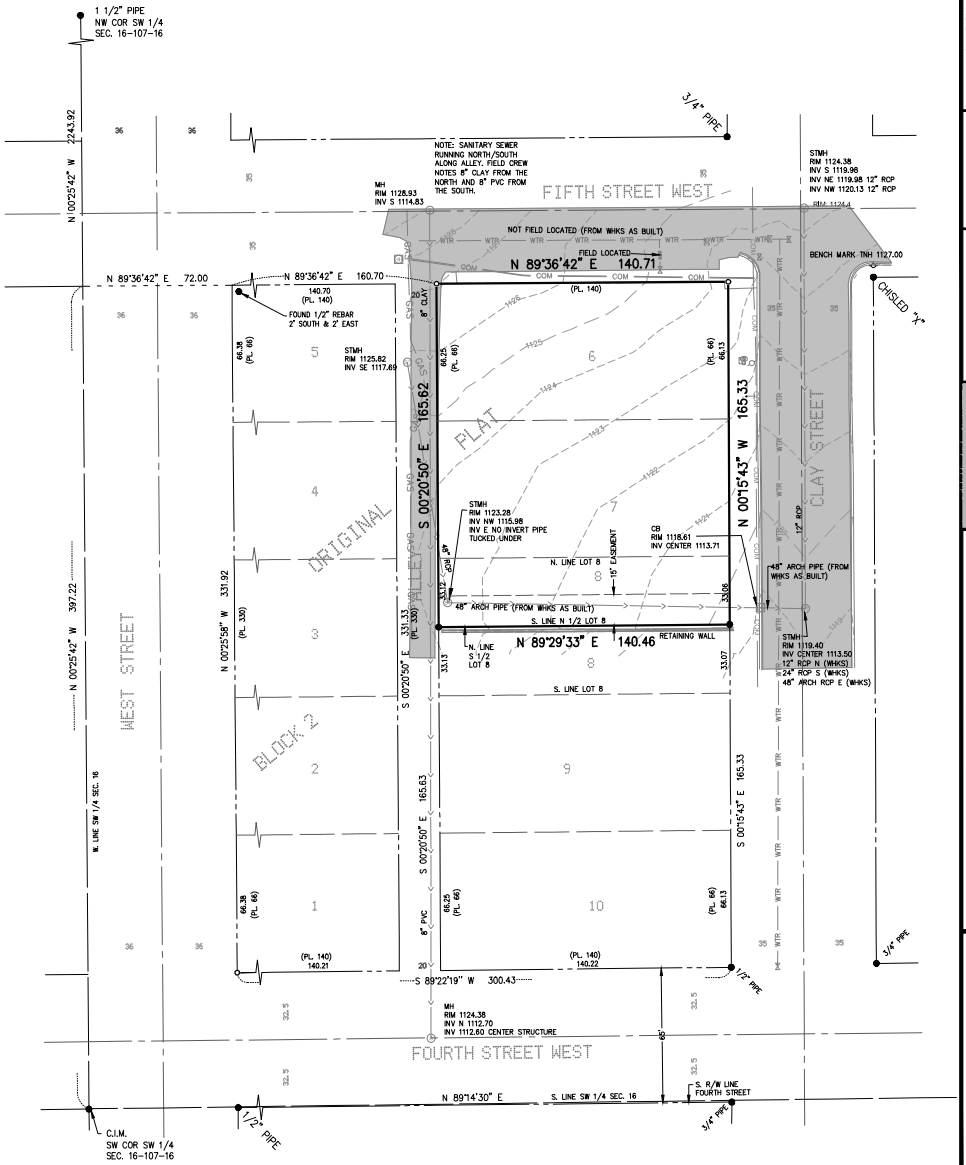
NOTE:
The elevations and contours shown are based on a ground survey performed on October 24, 2026 and are referenced to the NAVD88 datum. Contours are shown at a 1-foot interval. BENCHMARK: Top nut of hydrant southeast corner of the Intersection of Fifth Street and Clay Street.

LEGEND

PROPERTY LINE
RIGHT OF WAY LINE
UNDERGROUND COMMUNICATION LINE/VAULT
SANITARY SEWER/MANHOLE
STORM SEWER/MANHOLE/CATCH BASIN
WATER MAIN
ELECTRIC METER/TRANSFORMER
GATE VALVE/HYDRANT
BITUMINOUS

0 15 30 45 60
SCALE IN FEET

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



MONUMENTS
● FOUND 1/2" PIPE UNLESS NOTED OTHERWISE)
○ SET 1/2"Ø PIPE UNLESS NOTED OTHERWISE

THIS SURVEY AND DRAWING IS THE PROPERTY OF WSE AND IS NOT TO BE USED EXCLUSIVELY FOR THE THREE CORD HOUSE BYRON, MN

SHEET NO. 1 OF 1

SCALE: 1" = 30'
DATE: 9/9/2026
DRAWN BY: G.D.Z.
CHECKED BY: R.W.Z.
JOB NUMBER: 5480
DWG. FILE: 5480STD1
REVISION DATE:

PROPERTY LOCATION MAP
T. 104 N., R. 14 W.
N.W. 1/4 | N.E. 1/4
S.W. 1/4 | S.E. 1/4
No Scale

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

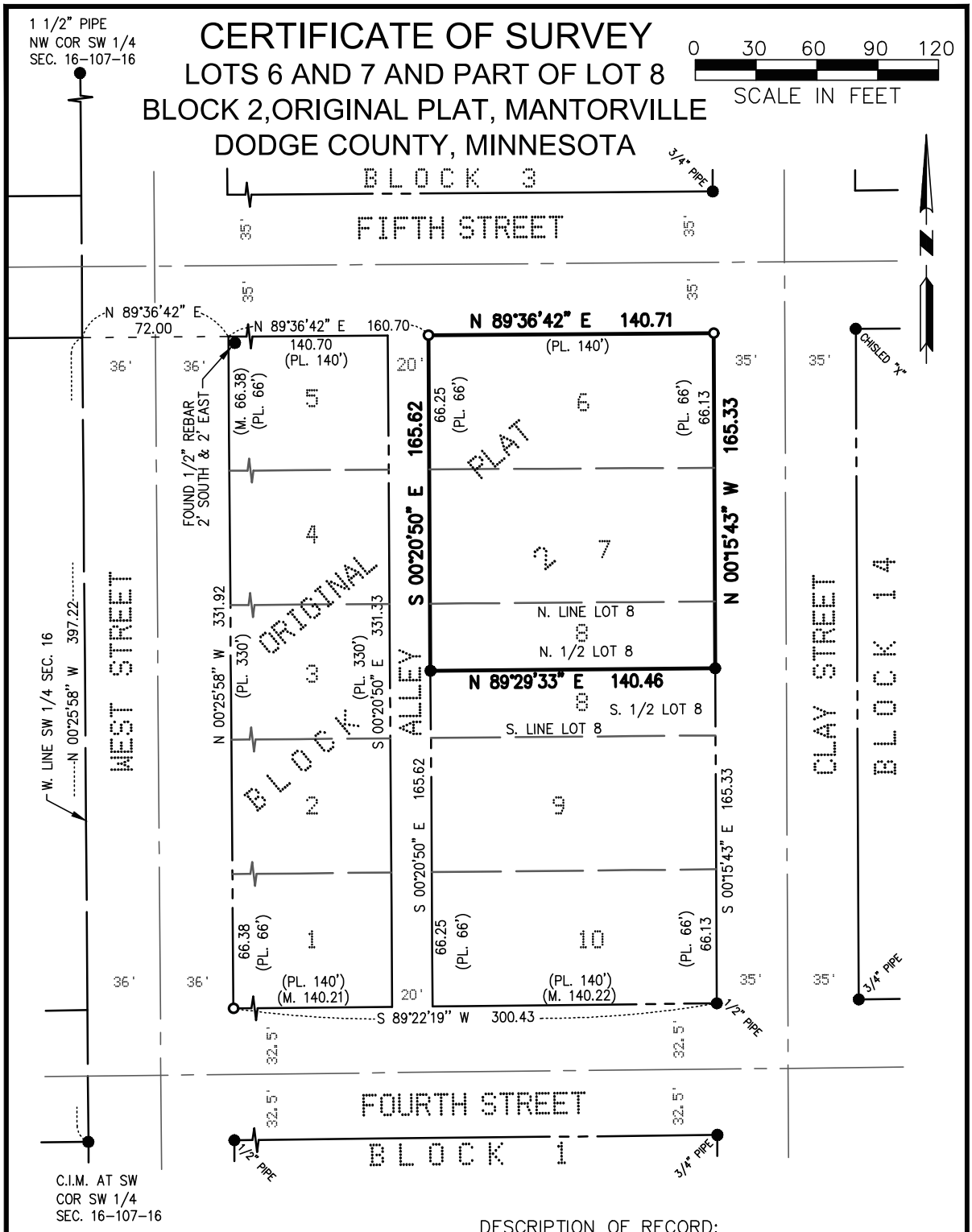
I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Date XXXXXX
Lic. No. 59823
Reinhold W. Zieman

PROJECT NUMBER: XXXX COMPUTER FILE: XXXXXXXXXX

CERTIFICATE OF SURVEY

LOTS 6 AND 7 AND PART OF LOT 8
BLOCK 2,ORIGINAL PLAT, MANTORVILLE
DODGE COUNTY, MINNESOTA



BASIS OF BEARINGS

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

DESCRIPTION OF RECORD:

Lots 6, 7 and the north half of Lot 8, Block 2, Original Plat of the City of Mantorville, Dodge County, Minnesota.

PROPERTY LOCATION MAP

T. 107 N. R. 16 W.

N.W. 1/4 N.E. 1/4

16

S.W. 1/4 S.E. 1/4

No Scale

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

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Date 8/18/2026

Reinhold W. Zieman LIC. NO.: 59823

THIS SURVEY AND DRAWING WAS PREPARED FOR THE EXCLUSIVE USE OF:

THREE CORD HOMES

BYRON, MN

MONUMENTS

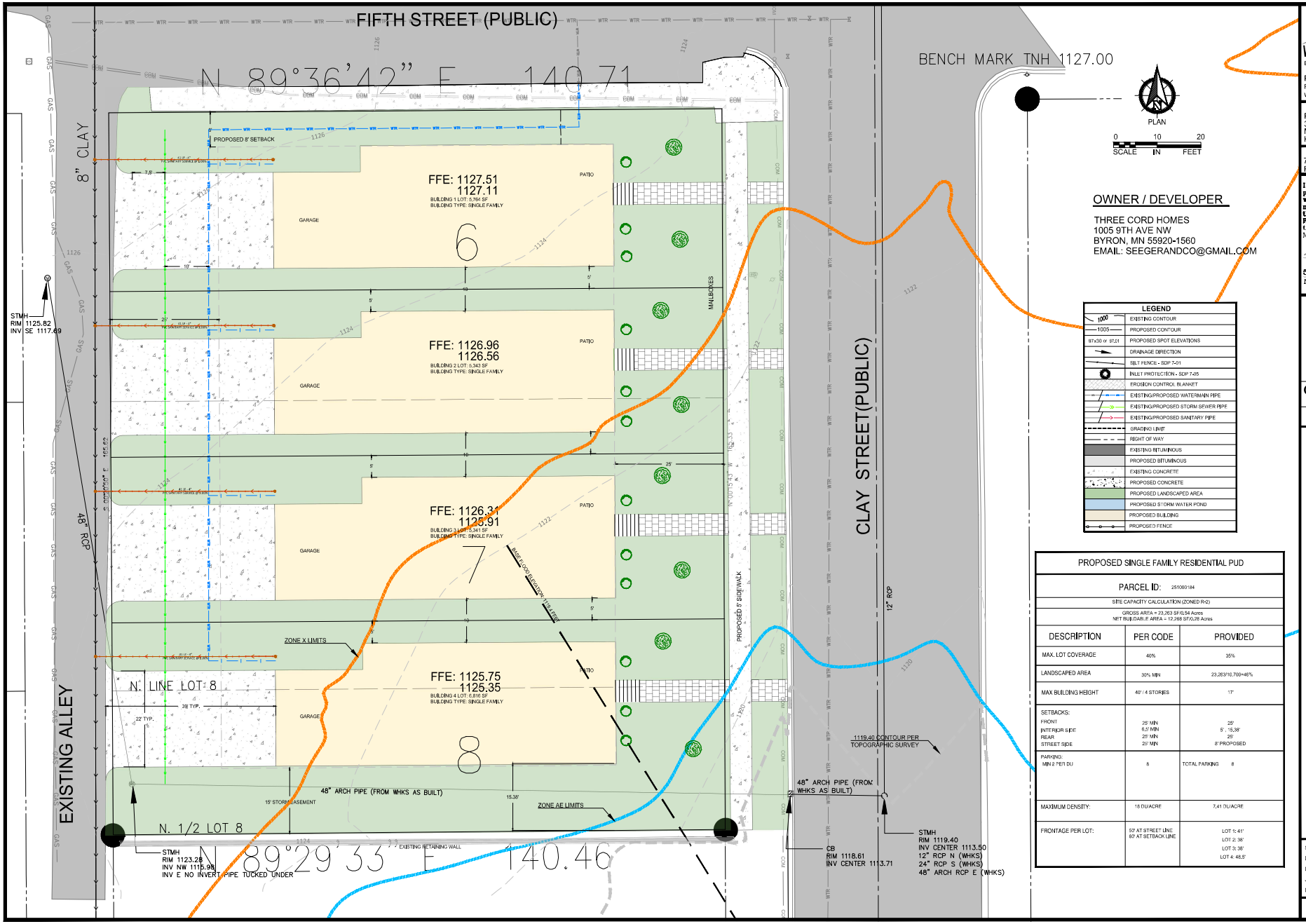
● FOUND (5/8" PIPE UNLESS NOTED OTHERWISE)

○ SET (5/8" PIPE UNLESS NOTED OTHERWISE)

DATE: 8/18/2026

DWG NO. 5480SC01 JOB NO. 5480

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



OWNER / DEVELOPER

THREE CORD HOMES
1005 9TH AVE NW
BYRON, MN 55920-1560
EMAIL: SEEGERANDCO@GMAIL.COM

LEGEND	
1000	EXISTING CONTOUR
1005	PROPOSED CONTOUR
97x30 or 97.01	PROPOSED SPOT ELEVATIONS
	DRAINAGE DIRECTION
	SILT FENCE - SDP 7-01
	INLET PROTECTION - SDP 7-05
	EROSION CONTROL BLANKET
	EXISTING/PROPOSED WATERMAIN PIPE
	EXISTING/PROPOSED STORM SEWER PIPE
	EXISTING/PROPOSED SANITARY PIPE
	GRADING LIMIT
	RIGHT OF WAY
	EXISTING BITUMINOUS
	PROPOSED BITUMINOUS
	EXISTING CONCRETE
	PROPOSED CONCRETE
	PROPOSED LANDSCAPED AREA
	PROPOSED STORM WATER POND
	PROPOSED BUILDING
	PROPOSED FENCE

PROPOSED SINGLE FAMILY RESIDENTIAL PUD

PARCEL ID: 251000184

SITE CAPACITY CALCULATION (ZONED R-2)

GROSS AREA = 23,263 SF/0.54 Acres
NET BUILDABLE AREA = 12,268 SF/0.28 Acres

DESCRIPTION	PER CODE	PROVIDED
MAX. LOT COVERAGE	40%	35%
LANDSCAPED AREA	30% MIN	23,263/10,700=46%
MAX BUILDING HEIGHT	40' / 4 STORIES	17'
SETBACKS: FRONT INTERIOR SIDE REAR STREET SIDE	 25' MIN 6.3' MIN 25' MIN 25' MIN	 25' 5', 15.38' 25' 8' PROPOSED
PARKING: MIN 2 PER DU	8	TOTAL PARKING 8
MAXIMUM DENSITY:	18 DU/ACRE	7.41 DU/ACRE
FRONTAGE PER LOT:	57 AT STREET LINE 87 AT SETBACK LINE	LOT 1: 41' LOT 2: 38' LOT 3: 38' LOT 4: 48.5'

WSE+MASSEY
Engineering & Surveying
PH. NO. 507-634-4505
PLANS@WSE.ENGINEERING
www.wse.engineering

KASSON OFFICE
P.O. BOX 100
33 B E VETERANS
MEMORIAL HIGHWAY
KASSON, MN 55944

ROCHESTER OFFICE
717 3RD AVE SE
ROCHESTER, MN 55904

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer under the laws of the State of Minnesota.

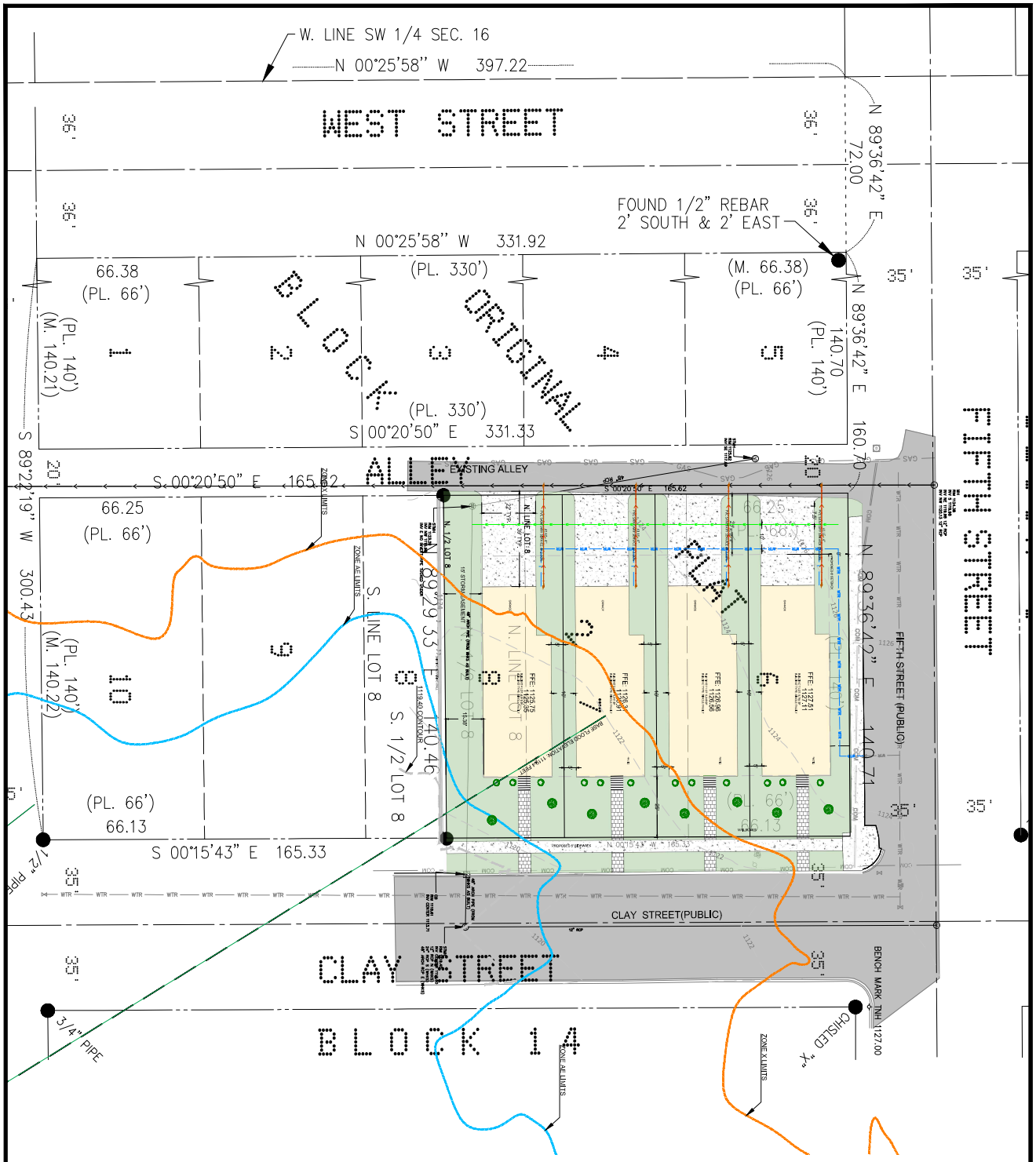
59714 9/14/2026
Number Date

REV	DATE	DESCRIPTION
		PRELIMINARY NOT FOR CONSTRUCTION

PLANNED UNIT DEVELOPMENT
THREE CORD HOMES
MANTORVILLE, MINNESOTA

SCALE: "AS SHOWN"
DATE: 9/14/2026
DRAWN BY: M.R.K.
JOB NUMBER: 013-265480
DWG. FILE: 013-265480 CG01

013-265480 CG01.dwg
9/14/2026 4:14:48 PM



PROPOSED SINGLE FAMILY RESIDENTIAL PUD		
PARCEL ID: 251000194		
SITE CAPACITY CALCULATION (ZONED R-2)		
GROSS AREA = 23,265 SF/0.54 Acres NET BUILDABLE AREA = 12,398 SF/0.28 Acres		
DESCRIPTION	PER CODE	PROVIDED
MAX. LOT COVERAGE	40%	35%
LANDSCAPED AREA	35% MIN	23,265/10,790=46%
MAX BUILDING HEIGHT	40' / 4 STORIES	17'
SETBACKS: FRONT INTERIOR SIDE REAR STREET SIDE	25' MIN 6.5' MIN 25' MIN 20' MIN	25' 5', 15.38' 25' 8' PROPOSED
PARKING MIN = PER DU	8	TOTAL PARKING 8
MAXIMUM DENSITY:	18 DU/ACRE	7.41 DU/ACRE
FRONTAGE PER LOT:	50' AT STREET LINE 80' AT SETBACK LINE	LOT 1-4" 38' LOT 2- 38' LOT 3- 38' LOT 4- 48.2'

LEGEND
- EXISTING CONTOUR
- PROPOSED CONTOUR
- PROPOSED SPOT ELEVATIONS
- DRAINAGE DIRECTION
- SILT FENCE - SEP-720
- INLET PROTECTION - SEP-705
- EROSION CONTROL BLANKET
- EXISTING/PROPOSED WATERMAIN PIPE
- EXISTING/PROPOSED STORM SEWER PIPE
- EXISTING/PROPOSED SANITARY PIPE
- GRADING LIMIT
- RIGHT OF WAY
- EXISTING BITUMINOUS
- PROPOSED BITUMINOUS
- EXISTING CONCRETE
- PROPOSED CONCRETE
- PROPOSED LANDSCAPED AREA
- PROPOSED STORM WATER POND
- PROPOSED BUILDING
- PROPOSED FENCE

SCALE 0 20 40 FEET

OWNER / DEVELOPER
THREE CORD HOMES
1005 9TH AVE NW
BYRON, MN 55920-1560
EMAIL: SEEGERANDCO@GMAIL.COM

PLANNED UNIT DEVELOPMENT
THREE CORD HOMES
MANTORVILLE, MINNESOTA

REV: DATE: DESCRIPTION: PRELIMINARY NOT FOR CONSTRUCTION

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
Name: 59714 Number 9/14/2026 Date

WSE+MASSEY Engineering & Surveying
PH. NO. 507-634-4505
PLANS@WSEENGINEERING
WWW.wse.engineering

KASSON OFFICE
P.O. BOX 100
33 B E VETERANS MEMORIAL PKWY
KASSON, MN 55944

ROCHESTER OFFICE
7774 HAWK CREEK CIR
ROCHESTER, MN 55904

SCALE: "=0' (24x36)"
DATE: 9/14/2026
DRAWN BY: MRK
JOB NUMBER: 013-265480
DWG FILE: 013-265480 CG01

Mantorville *Four*



PAGE INFO

1.1 MAIN LEVEL PLAN
1.2 FOUNDATION PLAN
2.0 EXTERIOR ELEVATIONS
3.1 WALL SECTIONS

WALL TYPES

8" CMU STEM PORCH WAL
EXTERIOR-2X6
INTERIOR-2X4
INTERIOR-2X6

New Edge Design LLC

NAME: Colton Hill
PHONE: 507-696-9829
EMAIL: colton@newedgedesignmn.com
ADDRESS: 1221 3rd Ave SW Suite 200
CITY: Rochester
STATE: Minnesota

CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS AT THE JOB SITE AND NOTIFY NEW EDGE DESIGN OF ANY DIMENSIONAL ERRORS, OMISSIONS OR DISCREPANCIES BEFORE BEGINNING OR FABRICATING ANY WORK.

PROJECT SPECIFICATIONS

MAIN LVL WALL HGHT: 10'-1 1/8" STUD U.N.O
FNDT WALL HEIGHT: 10" CIP FNDT

PROJECT SQFT

MAIN LEVEL SQFT:	1241 SQFT
GARAGE SQFT:	456 SQFT
FRONT PORCH SQFT:	223 SQFT

NEW EDGE DESIGN

MANTORVILLE FOUR
THREE CORD HOMES LLC
421 CLAY ST
MANTORVILLE MINNESOTA

To the best of my knowledge these plans are drawn to comply with owners and/or builders specifications and any changes made on them after prints are made will be done at the owners and/or builders expense and responsibility. The contractor shall verify all dimensions and enclosed drawing. NEW EDGE DESIGN is not liable for errors once construction has begun. While every effort has been made in the preparation of this plan to avoid mistakes, the maker can not guarantee against human error. Contractor shall check all figures and dimensions and other details prior to construction and be solely responsible therefor.

PROJECT #: 260804

DATE: 9/8/2026

TITLE PAGE

MAIN LEVEL BRACED WALL PANEL TABLE

BRACED WALL LINE	BRACING METHOD	BRACED WALL LINE SPACING	REQ. BRACING LENGTH	ADJ. EXPOSURE	ADJ. ROOD TO EAVE	ADJ. WALL HEIGHT	ADJ. NUMBER BRACED LINES	ADJ. REQ. BRACING LENGTH	DESIGNED BRACING LENGTH
Ⓐ	CS-PF	50	7.50	1.0	1.00	0.95	1.30	9.26	10.25
Ⓑ	CS-PF	50	7.50	1.0	1.00	0.95	1.30	9.26	10.25
Ⓒ	CS-WSP	20	3.50	1.0	1.00	0.95	1.30	4.32	5.67
①	CS-WSP	28	4.20	1.0	1.00	0.95	1.00	3.99	15.50
②	CS-WSP	28	4.20	1.0	1.00	0.95	1.00	3.99	16.00

MAIN LEVEL WINDOW SCHEDULE

#	LOCATION	TYPE	R.O.	EGRESS	TEMPERED
W01	LIVING RM	FIXED GLASS	36" X 24"		
W02	LIVING RM	FIXED GLASS	36" X 24"		
W03	LIVING RM/COV PORCH	SINGLE HUNG	32" X 48"		
W04	LIVING RM/COV PORCH	SINGLE HUNG	32" X 48"		
W05	BDRM #2/COV PORCH	LEFT SLIDING	48" X 48"	YES	
W06	PRIMARY BDRM	RIGHT SLIDING	60" X 48"		

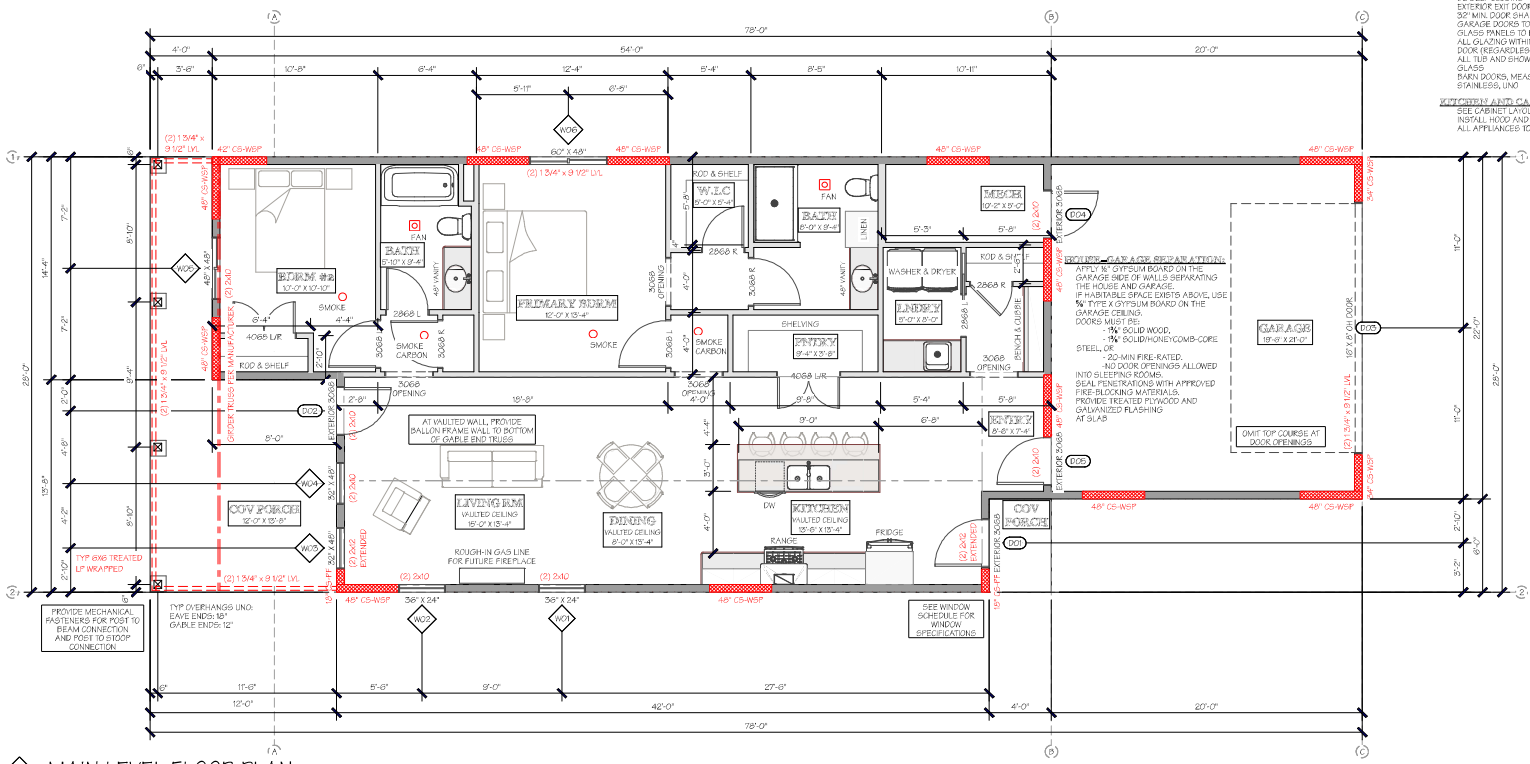
EXTERIOR DOOR SCHEDULE

#	LOCATION	TYPE	R.O.	SIZE
D01	FOYER/COV PORCH	HINGED	84"X36"	36X68	EX
D02	LIVING RM/COV PORCH	HINGED	84"X36"	36X68	EX
D03	GARAGE	GARAGE	194"X98"	16X80
D04	MECH/GARAGE	HINGED	84"X36"	36X68	EX
D05	ENTRY/GARAGE	HINGED	84"X60"	36X68	EX

WINDOW NOTES:
WINDOW HEIGHT ABOVE FLOOR
- MAIN LEVEL 6'-10"
WINDOW ROUGH OPENING: 1/2" FOR TOP/BOTTOM & 1/2" FOR SIDES, UNO BY MFG
SEE WINDOW SCHEDULE CALLOUT FOR WINDOWS TYPE, HEADER, EGRESS, & SAFETY GLAZING
BEDROOM WINDOWS SILL FINISHED MUST BE WITHIN 44" OF THE FLOOR AND PROVIDE MINIMUM CLEAR OPENINGS OF 5.7 SQ. FEET WITH HEIGHT DIMENSION NOT LESS THAN 24" AND WIDTH DIMENSION NOT LESS THAN 20" - IRC R310.1-R310.1.4
PROVIDE MINIMUM U VALUE OF .32 AND SHGC OF .30
WINDOW SILL WITH-IN 24" OF THE FINISHED FLOOR & MORE THAN 72" ABOVE FINISHED GRADE OR SURFACE BELOW HAVE 4" LIMITER.

DOOR NOTES:
DOORS BETWEEN GARAGE AND LIVING AREA SHALL BE 1 3/4" TIGHT FITTING SOLID CORE DOORS WITH A RATING OF 60 MINUTES. DOOR SHALL BE SELF CLOSING
EXTERIOR EXIT DOORS SHALL BE 36" MIN. NET CLEAR DOOR WAY SHALL BE 32" MIN. DOOR SHALL BE OPERABLE FROM INSIDE
GARAGE DOORS TO BE SECTIONAL INSULATED, OVERHEAD DOORS. GLASS PANELS TO BE INSULATED
ALL GLAZING WITHIN 18 IN. OF THE FLOOR AND/OR WITHIN 24 IN. OF ANY DOOR REGARDLESS OF WALL PLANE) ARE TO HAVE SAFETY GLAZING
ALL TUB AND SHOWER ENCLOSURES ARE TO BE GLAZED WITH SAFETY GLASS
BARN DOORS, MEASURE TO FIT OPENING. ALL HARDWARE TO BE STAINLESS, UNO

KITCHEN AND CABINET NOTES:
SEE CABINET LAYOUT (BY OTHER) FOR FINAL KITCHEN SPECS
INSTALL HOOD AND ALL APPLIANCES PER MANUFACTURER SPECIFICATIONS.
ALL APPLIANCES TO BE ON DEDICATED CIRCUITS.



1 MAIN LEVEL FLOOR PLAN
1/4" = 1'

PROJECT SPECIFICATIONS

MAIN LVL WALL HIGHT: 10'-1 1/8" STUD U.N.O
FNDT WALL HEIGHT: 10" CIP FNDT

PROJECT SQFT

MAIN LEVEL SQFT:	1241 SQFT
GARAGE SQFT:	438 SQFT
FRONT PORCH SQFT:	223 SQFT

NEW EDGE DESIGN

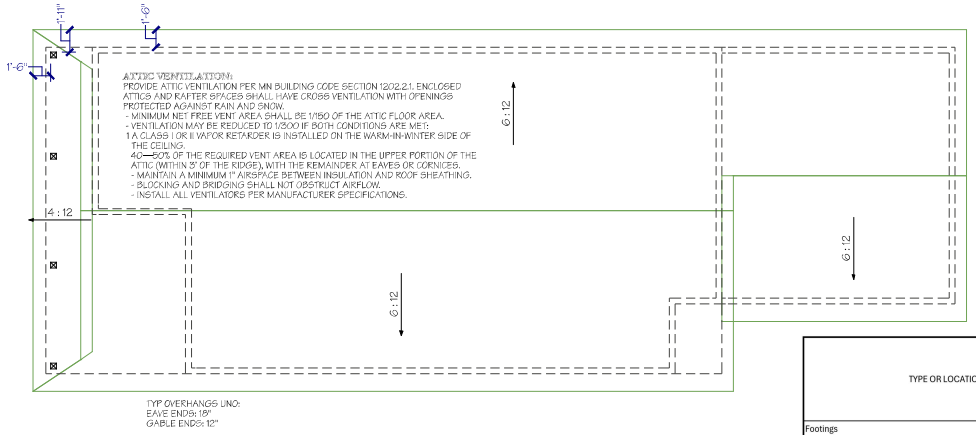
MANTORVILLE FOUR
THREE CORD HOMES LLC
421 CLAY ST
MANTORVILLE MINNESOTA

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PROJECT #: 260804

DATE: 9/8/2026

1.1
MAIN LEVEL FLOOR PLAN



2 ROOF PLAN
3/16" = 1'

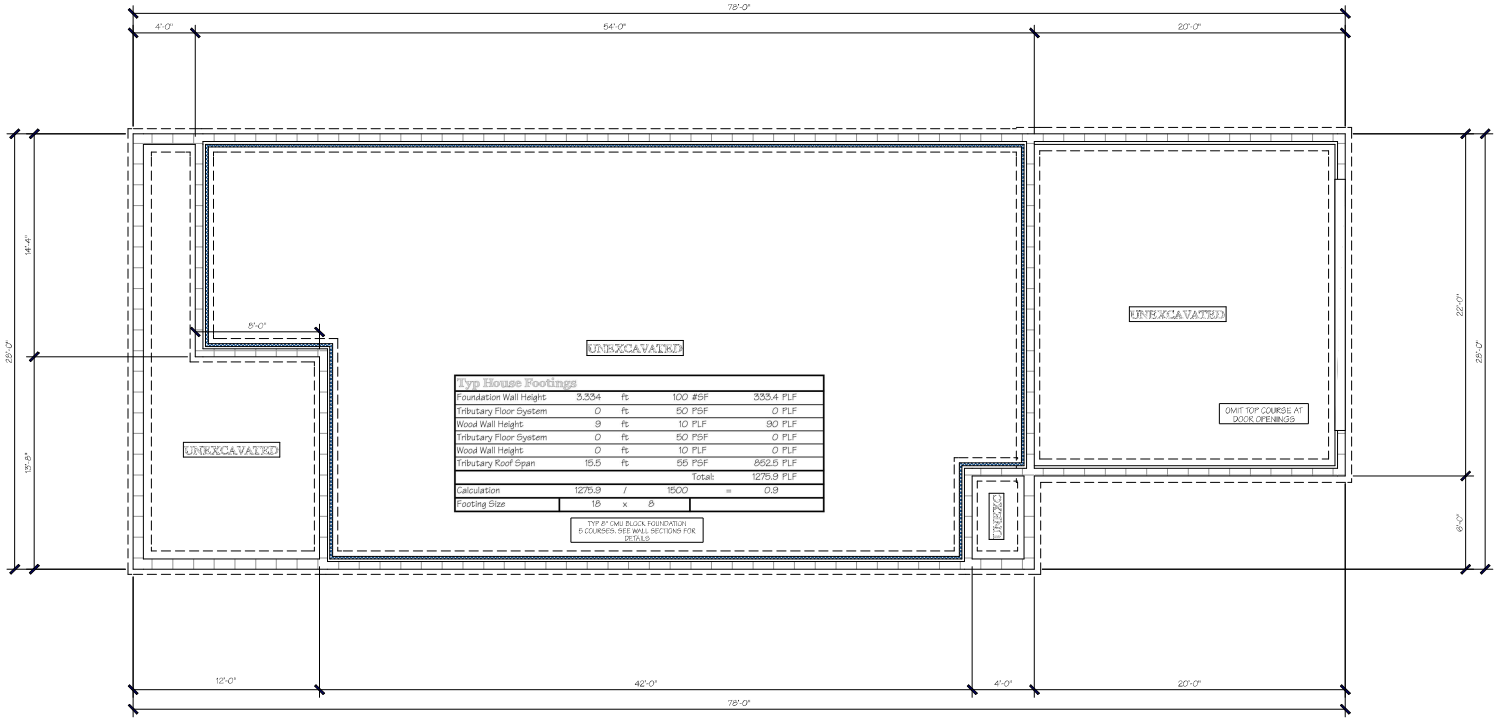
TYPE OR LOCATION OF CONCRETE CONSTRUCTION AT 28 DAYS	MINIMUM SPECIFIED COMPRESSIVE STRENGTH[a] (f'_c)
Footings	5,000
Basement walls, foundations, and other concrete not exposed to the weather	2,500
Basement slabs and interior slabs on grade, except garage floor slabs	2,500
Basement walls, foundation walls, exterior walls, and other vertical concrete work exposed to the weather	3,000
Porches, carport slabs, and steps exposed to the weather, and garage floor slabs	3,000

TENSION STRAP CAPACITY FOR WIND PRESSURE REQ. FOR BRACING METHODS: FFH, FFG, AND CS-PF

MIN WALL STUD FRAMING NOMINAL SIZE AND GRADE	MAX PONY WALL HEIGHT	MAX TOTAL WALL HEIGHT	MAX OPENING WIDTH	TENSION STRAP CAPACITY REQ 115 MPH WIND	
				EXPOSURE B	EXPOSURE C
MIN WALL STUD FRAMING NOMINAL SIZE AND GRADE	2'	12'	8'	1090	2025
			16'	2150	3675
			18'	2550	DR
	4'	12'	8'	1750	3125
			16'	2400	DR
			18'	3600	DR

BRACED WALL PANEL

PANEL TYPES	PANEL TYPE	FASTENERS
GB	GYPSUM BOARD	1/2" GYPSUM SHEATHING. NAIL/SCREW W/ 1-1/2" GAL. ROOFING NAIL, STAPLE GALVANIZED, 1-1/2" LONG, 1-1/4 SCREWS, TYPE W OR S, 7" O.C. FOR EDGES (INCLUDING TOP AND BOTTOM PLATES) 7" O.C. FIELD
CS-WSP	CONTINUOUS SHEATHED WOOD STRUCTURAL PANELS	MIN. 3/8" (7/16" RECOMMENDED) EXTERIOR GRADE SHEATHING. NAIL W/ 8d NAILS 6" O.C. FOR EDGES & 12" O.C. FIELD
CS-PF	CONTINUOUS SHEATHING PORTAL FRAMING	MIN. 7/16" EXTERIOR GRADE SHEATHING. NAIL PER DETAIL 15/16 ON LAST SHEET OF SET (R602.10.6.4)
CS-G	CONTINUOUS SHEATHING WOOD STRUCTURAL PANELS ADJACENT TO GARAGE	7/16" EXTERIOR GRADE SHEATHING. NAIL W/ 8d NAILS 6" O.C. FOR EDGES & 12" O.C. FIELD
FFH	PORTAL FRAMING WITH HOLD DOWNS	MIN. 3/8" (7/16" RECOMMENDED) EXTERIOR GRADE SHEATHING. NAIL PER DETAIL 15/16 ON LAST SHEET OF SET (R602.10.6.4)
FFG	PORTAL FRAMING AT GARAGE	MIN. 3/8" (7/16" RECOMMENDED) EXTERIOR GRADE SHEATHING. NAIL PER DETAIL 15/16 ON LAST SHEET OF SET (R602.10.6.4)



1 FOUNDATION PLAN
1/4" = 1'

PROJECT SPECIFICATIONS

MAIN LVL WALL HGHT: 10'-1 1/8" STUD U.N.O
FNDT WALL HEIGHT: 10" OP FNDT

PROJECT SQFT

MAIN LEVEL SQFT:	1241 SQFT
GARAGE SQFT:	438 SQFT
FRONT PORCH SQFT:	223 SQFT

NEW EDGE DESIGN

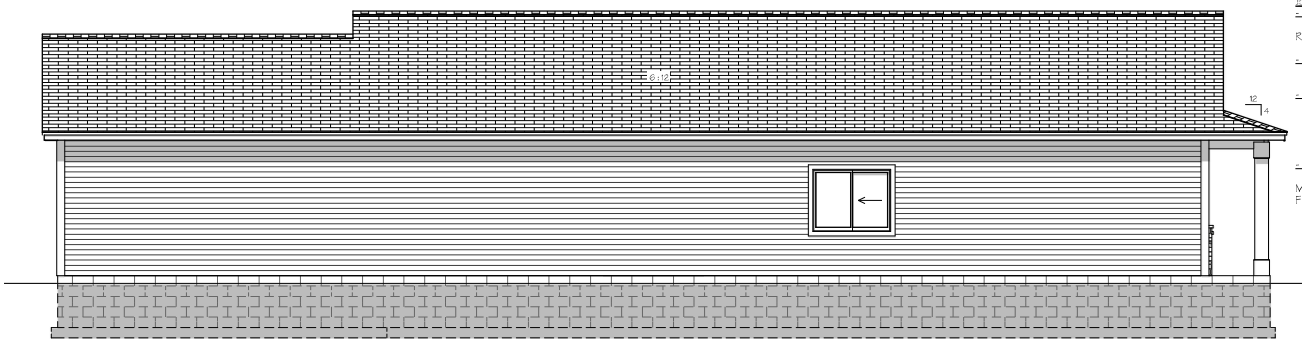
MANTORVILLE FOUR
THREE CORD HOMES LLC
421 CLAY ST
MANTORVILLE MINNESOTA

To the best of my knowledge these plans are drawn to comply with owner's and/or builder's specifications and any changes made on them after prints are made will be at the owner's and/or builder's expense and will be their responsibility. The contractor shall verify all dimensions and enclosed drawing. NEW EDGE DESIGN is not liable for errors once construction has begun. While every effort has been made in the preparation of this plan to avoid mistakes, the maker can not guarantee against human error. Contractor is responsible for all dimensions and other details prior to construction and be solely responsible thereafter.

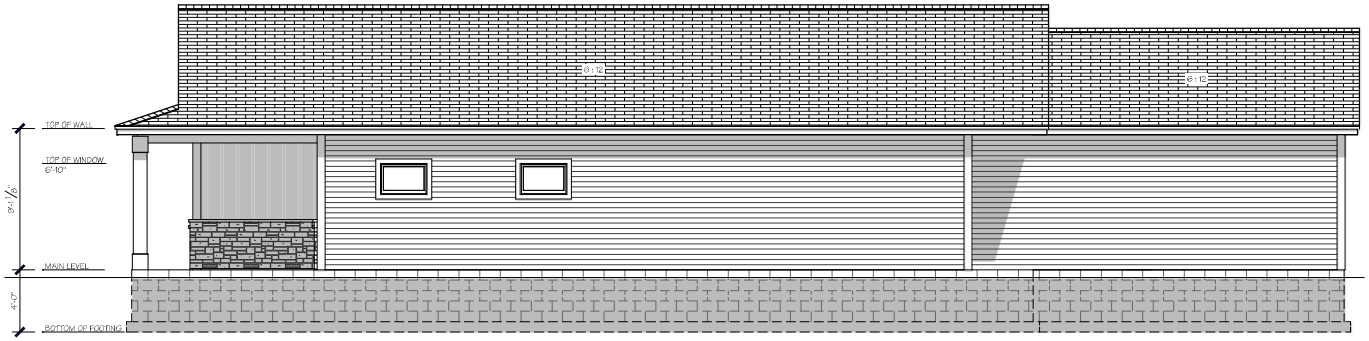
PROJECT #: 260804

DATE: 9/8/2026

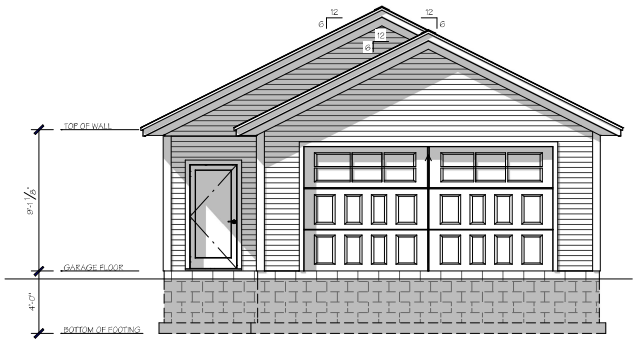
1.2
FOUNDATION PLAN



4 LEFT ELEVATION
1/4" = 1'



3 RIGHT ELEVATION
1/4" = 1'



2 BACK ELEVATION
1/4" = 1'



1 FRONT ELEVATION
1/4" = 1'

TO PREVENT WATER INTRUSION INTO THE BUILDING, INSTALL EXTERIOR-RATED, CORROSION-RESISTANT FLASHING AT ALL CRITICAL POINTS OF THE EXTERIOR WALL ASSEMBLY, INCLUDING: WINDOW AND DOOR OPENINGS, CHIMNEYS AND MASONRY INTERFACES, BENEATH AND AT THE ENDS OF COPINGS AND SILLS, ABOVE PROJECTING WOOD TRIM, WHERE DECKS AND CONCRETE PORCHES CONNECT TO WALLS, ROOF-TO-WALL INTERSECTIONS, AND BUILT-IN GUTTERS.

ELEVATION SPECS

- ROOFING
  - 250# ASPHALT SHINGLES OVER 30 # CODE APPROVED ROOFING FELT & 1/2" ROOF SHEATHING
    STYLE & COLOR OF ROOFING BY OTHER
- SOFFIT / FASCIA
  - ALUMINUM FASCIA AND SOFFIT SYSTEM
    STYLE & COLOR BY OTHER
- SIDING
  - D4 HORIZONTAL SIDING & TRIM
    STYLE & COLOR BY OTHER
  - VERTICAL SIDING & TRIM
    STYLE & COLOR BY OTHER
  - STONE - NAIL ON STACKED LIMESTONE (36" WAINSCOTING)
- GRADE
  - DEPICTED GRADE IS APPROXIMATE. FINAL GRADE TO MAINTAIN A MIN OF 6" FROM TOP OF FOUNDATION OR FROM BOTTOM OF EXTERIOR COVERING

NEW EDGE DESIGN

MANTORVILLE FOUR
THREE CORD HOMES LLC
421 CLAY ST
MANTORVILLE MINNESOTA

To the best of my knowledge these plans are drawn to comply with owner's and/or builder's specifications and any changes made on them after prints are made will be at the owner's and/or builder's expense and their responsibility. The contractor shall verify all dimensions and enclosed drawing. NEW EDGE DESIGN is not liable for errors once construction has begun. While every effort has been made in the preparation of this plan to avoid mistakes, the maker can not guarantee against human error. Contractor and/or owner must check all dimensions and other details prior to construction and be solely responsible thereafter.

PROJECT #: 260804

DATE: 9/8/2026

2.0
EXTERIOR ELEVATIONS

GENERAL NOTES & SPECIFICATIONS:

CODE COMPLIANCE: ALL WORK SHALL COMPLY WITH THE 2020 MINNESOTA RESIDENTIAL CODE, BASED ON THE 2018 IRC AND 2018 IECC, INCLUDING ALL STATE AMENDMENTS. CONTRACTOR IS RESPONSIBLE FOR COMPLIANCE WITH ALL APPLICABLE CODES, ORDINANCES, AND COORDINATION WITH UTILITIES AND AUTHORITIES.

DIMENSIONAL ACCURACY: WRITTEN DIMENSIONS TAKE PRECEDENCE OVER SCALED DRAWINGS. CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND SITE CONDITIONS AND NOTIFY THE DESIGNER OF DISCREPANCIES PRIOR TO CONSTRUCTION.

SYSTEM DESIGN RESPONSIBILITY: CONTRACTOR IS RESPONSIBLE FOR THE DESIGN AND PROPER FUNCTION OF PLUMBING, HVAC, AND ELECTRICAL SYSTEMS. NOTIFY DESIGNER OF ANY REQUIRED PLAN CHANGES.

CONSTRUCTION RESPONSIBILITY: DESIGNER IS NOT RESPONSIBLE FOR CONSTRUCTION MEANS, METHODS, OR CONTRACTOR ERRORS. ANY DISCOVERED DEFECT IN THE DRAWINGS MUST BE REPORTED IN WRITING BEFORE PROCEEDING WITH WORK.

EGRESS WINDOWS:
EACH SLEEPING ROOM SHALL HAVE AT LEAST ONE OPERABLE EMERGENCY ESCAPE AND RESCUE OPENING WITH A MINIMUM NET CLEAR OPENING OF 5.7 SQ. FT., MINIMUM 20" WIDTH, AND A MAXIMUM SILL HEIGHT OF 44" ABOVE THE FINISHED FLOOR (MN RULES CHAPTER 1309, IRC R310).

SAFETY GLAZING: SAFETY GLAZING IS REQUIRED FOR ALL GLASS LOCATED:
- WITHIN 18" OF THE FLOOR
- WITHIN 24" OF ANY DOOR (REGARDLESS OF WALL PLANE)
- WITHIN 60" OF A TUB OR SHOWER FLOOR
- WITHIN 60" OF STAIR LANDINGS
- ANY GLAZING GREATER THAN 9 SQ. FT. IN AREA

TUB/SHOWER ENCLOSURES:
- ALL GLAZING IN TUB AND SHOWER ENCLOSURES SHALL BE SAFETY GLASS PER IRC R308.

EXTERIOR OPENINGS:
ALL EXTERIOR WINDOWS SHALL BE DOUBLE-GLAZED. EXTERIOR DOORS SHALL BE SOLID CORE, WEATHER-STRIPPED, AND EQUIPPED WITH ½" DEADBOLT LOCKS. PROVIDE LOCKING DEVICES ON ALL DOORS AND WINDOWS WITHIN 10 FT VERTICALLY OF GRADE. INSTALL PEEPHOLES AT 54—66" ABOVE FINISHED FLOOR ON ENTRY DOORS.

SMOKE ALARMS:
INSTALL SMOKE ALARMS IN EACH BEDROOM, OUTSIDE EACH SLEEPING AREA, AND ON EVERY LEVEL OF THE DWELLING. ALARMS SHALL BE HARDWIRED, INTERCONNECTED, AND HAVE BATTERY BACKUP (IRC R314).

COMBUSTION AIR:
PROVIDE SCREENED COMBUSTION AIR VENTS WITH BACKDRAFT DAMPERS FOR GAS FIREPLACES AND OTHER OPEN-FLAME APPLIANCES PER MECHANICAL CODE.

VENTILATION:
BATHROOMS AND LAUNDRY ROOMS SHALL BE VENTED TO THE EXTERIOR WITH FANS CAPABLE OF ≥5 AIR CHANGES PER HOUR. RANGE HOODS MUST ALSO VENT TO THE EXTERIOR.

ELECTRICAL:
INSTALL GFCI-PROTECTED OUTLETS IN BATHROOMS, KITCHENS, GARAGES, AND OTHER WET AREAS PER NEC AND MN ELECTRICAL CODE.

INSULATION REQUIREMENTS (IECC 2018):
- ATTIC: R-49
- WALLS: R-21
- FLOORS: R-30
- INSULATE ALL ATTIC AND CRAWL SPACE ACCESS DOORS TO MATCH ADJACENT ASSEMBLIES.

DESIGN CRITERIA:
- ROOF LOAD: 50 PSF SNOW, 5 PSF TOP CHORD DL, 7 PSF BOTTOM CHORD DL, 5 PSF WIND UPLIFT
- FLOOR LOAD: 40 PSF LIVE, 10 PSF TOP CHORD DL, 5 PSF BOTTOM CHORD DL
- SOIL BEARING: 1,500 PSF (ASSUMED)
- FROST DEPTH: 42" MINIMUM (ZONE 6)
- WIND SPEED: 115 MPH (90 MPH 3-SEC GUST), EXPOSURE C

BRACING:
STRUCTURE SHALL BE ADEQUATELY BRACED FOR WIND LOADS UNTIL ROOF, FLOOR, AND WALLS ARE PERMANENTLY FRAMED AND SHEATHED.

THERMAL DETAILING:
INSTALL POLYISOCYANURATE FOAM INSULATION AT FLOOR AND PLATE LINES, CORNER CAVITIES, AND AROUND ROUGH OPENINGS.

MOISTURE PROTECTION:
USE WATERPROOF GYPSUM BOARD AT SPLASH ZONES TO MINIMUM 70" ABOVE SHOWER DRAIN.

SOUND CONTROL:
INSULATE WASTE LINES FOR SOUND ATTENUATION.

EXHAUST SYSTEMS:
ALL FANS AND VENTS SHALL EXHAUST DIRECTLY TO THE EXTERIOR VIA METAL DUCTS. PROVIDE MINIMUM 80 CFM FANS IN BATHS AND LAUNDRY ROOMS.

LIGHTING:
ALL RECESSED FIXTURES IN INSULATED CEILINGS SHALL BE IC-RATED.

STRUCTURAL BLOCKING:
PROVIDE SOLID BLOCKING UNDER ALL BEARING WALLS PERPENDICULAR TO JOISTS AND AT OTHER BEARING POINTS NOT OTHERWISE SUPPORTED.

NAILING NOTES: (PER IRC TABLE R602.3(1))

JOIST TO SILL OR GIRDER	TOE NAIL (3)-8d
BRIDGING TO JOIST	TOE NAIL EA. END (2)-8d
SOLE PLATE TO JOIST OR BLK'G	FACE NAIL 16d @ 16"OC
STUD TO SOLE PLATE	TOE NAIL (4)-8d, END NAIL (2) 16d
TOP PLATE TO STUD	END NAIL (2)-16d
DOUBLE STUDS	FACE NAIL 16d @ 24" OC
DOUBLE TOP PLATES	FACE NAIL 16d @ 16" OC
CONTINUOUS HEADER, TWO PIECES	16d @ 16" OC ALONG EA. EDGE
BUILT-UP HEADER, TWO PIECES W/ 1/2" SPACER	16d @ 16" OC ALONG EA. EDGE
TOP PLATES, LAPS AND INTERSECTIONS	FACE NAIL (2)-16d
CEILING JOISTS TO PLATE	TOE NAIL (3)-8d
CONTINUOUS HEADER TO STUD	TOE NAIL (4)-8d
CEILING JOISTS, LAPS OVER PARTITIONS	FACE NAIL (3)-10d
CEILING JOISTS TO PARALLEL RAFTERS	FACE NAIL (3)-10d
RAFTER TO PLATE	TOE NAIL (2)-16d
1" BRACE TO EACH STUD AND PLATE	FACE NAIL (2)-8d
BUILT-UP CORNER STUDS	10d @ 24" OC
2" PLANKS	(2)-16d @ EA.BRG.
1/2" PLYWOOD ROOF AND WALL SHEATHING	EDGES 8d @ 6" OC INTERMEDIATE 8d @ 12" OC
3/4" PLYWOOD SUBFLOOR	EDGES 8d @ 6" OC INTERMEDIATE 8d @ 12" OC
2x MULTIPLE JOISTS - STAGGER @ 16" OC W/(2) @ EA. END OR SPLICE	16d NAILS
(3) OR FEWER	1/2" DIA M.B. W/ STANDARD NUT AND WASHERS
(4) OR MORE	

VENTILATION NOTES:

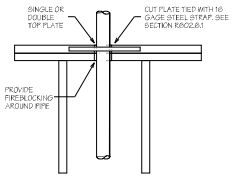
ALL COMBUSTION APPLIANCES WILL BE VENTED DIRECTLY TO THE EXTERIOR. FURNACE FIREBOX AND TANKLESS WATER HEATER SHALL HAVE OUTSIDE COMBUSTION AIR SUPPLY PURSUANT TO REGIONAL AND LOCAL CODES.

ATTIC SHALL HAVE VENTILATION EQUAL TO 1 SQ. FOOT PER 150 SQ. FEET OF ATTIC SPACE. VENTILATION SHALL BE PROTECTED FROM SNOW AND RAIN AND SHALL BE COVERED WITH GALVANIZED WIRE SCREEN. OPENINGS SHALL BE LOCATED TO PROVIDE CROSS VENTILATION.

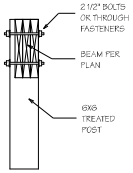
EXHAUST VENTS AND FANS DIRECTLY TO OUTSIDE VIA METAL DUCTS. PROVIDE 80 CFM (MIN) FANS TO PROVIDE 5 AIR CHANGES PER HOUR IN BATHS CONTAINING TUB AND / OR SHOWER AND IN LAUNDRY ROOMS.

GARAGES SHALL BE VENTED WITH 60 SQUARE INCHES LOCATED 6" ABOVE THE FLOOR SURFACE.

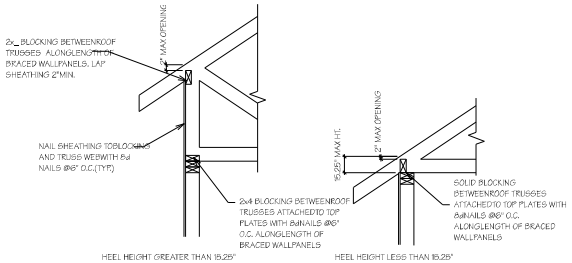
UNDER FLOOR SPACES SHALL HAVE VENTILATION EQUAL TO ONE SQ. FOOT PER 150 SQ. FEET OF FLOOR SPACE. VENTS SHALL BE CAST INTO THE CONCRETE STEM WALLS AND COVERED WITH GALVANIZED WIRE SCREEN. VENTS SHALL BE LOCATED TO PROVIDE CROSS VENTILATION.



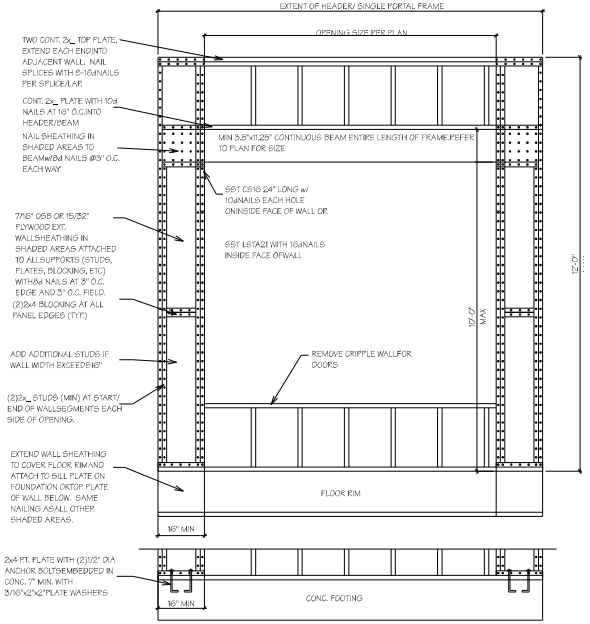
6 PIPE AT TOP PLATE
DO NOT SCALE



5 POST BEAM CONNECTION
DO NOT SCALE



4 TYP WALL PANEL TO ROOF TRUSS CONNECTION
NOT TO SCALE



2 CS METHOD: CONTINUOUSLY SHEATHED PORTAL FRAMING
NOT TO SCALE

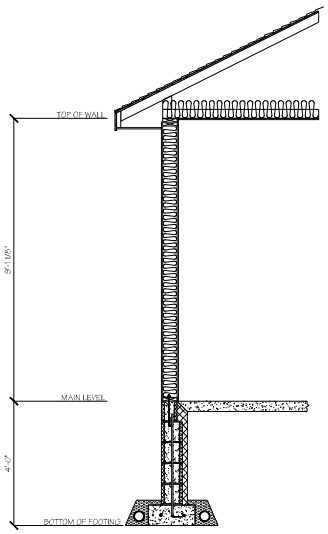
HOUSE SPECS:

ROOF ASSEMBLY:
- INSTALL PRE-ENGINEERED ROOF TRUSSES AT 24" O.C. WITH STANDARD ENERGY HEEL.
- PROVIDE ½" APA-RATED ROOF SHEATHING.
- APPLY 15# BUILDING FELT (30# RECOMMENDED FOR ENHANCED PROTECTION).
- INSTALL ICE-AND-WATER SHIELD IN ALL VALLEYS AND EXTEND A MINIMUM OF 2'-0" HORIZONTALLY FROM THE EXTERIOR WALL AT ALL EAVES.
- FINISH WITH ASPHALT SHINGLES AS SPECIFIED BY THE GENERAL CONTRACTOR.

CEILING ASSEMBLY:
- R-50 BLOWN-IN CELLULOSE INSULATION
- PROVIDE INSULATION CHUTES AT ALL EAVES FOR PROPER VENTILATION
- INSTALL 4 MIL POLYETHYLENE VAPOR BARRIER
- FINISH WITH 5/8" GYPSUM BOARD

EXTERIOR WALL ASSEMBLY:
- SIDING AND TRIM AS SPECIFIED BY THE GENERAL CONTRACTOR
- CONTINUOUS WIND BARRIER
- 7/16" EXTERIOR-RATED SHEATHING
- 2X6 WOOD STUDS AT 16" O.C.
- R-21 FIBERGLASS BATT INSULATION
- 4 MIL POLYETHYLENE VAPOR BARRIER
- 1/2" GYPSUM BOARD INTERIOR FINISH

FOUNDATION ASSEMBLY:
- ½" DIAMETER ANCHOR BOLTS ALIGNED WITH VERTICAL REINFORCING MINIMUM 7" EMBEDMENT
- 8" CMU FOUNDATION WALLS
  - 6" TOP COURSE
  - VERTICAL REINFORCEMENT: #4 @ MAX 6' O.C.
  - HORIZONTAL REINFORCEMENT: CONTINUOUS BOND BEAM AT TOP
  - (1) #4 BAR IN BOND BEAM
- 16" X 8" FOOTING
- 2" R1950 INSULATION INTERIOR FROM TOP OF FOOTING TO TOP OF FOUNDATION
- SEAL BETWEEN SLAB AND FOUNDATION



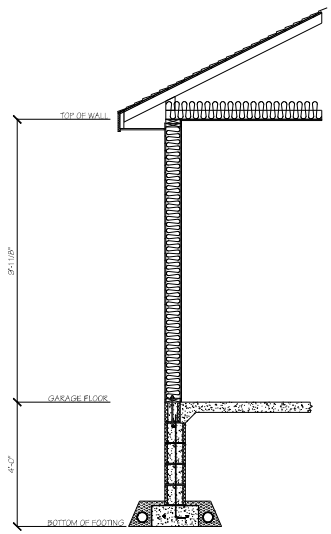
3 HOUSE SECTION
1/2" = 1'

GARAGE SPECS:

EXTERIOR WALL:
- SIDING AND TRIM AS SPECIFIED BY THE GENERAL CONTRACTOR
- CONTINUOUS WIND BARRIER
- 7/16" EXTERIOR-RATED SHEATHING
- 2X6 WOOD STUDS AT 16" O.C.
- (OPTIONAL) R-21 FIBERGLASS BATT INSULATION
- 4 MIL POLYETHYLENE VAPOR BARRIER
- 1/2" GYPSUM BOARD INTERIOR FINISH

SLAB FLOOR:
- 4" CONCRETE
- 6" COMPACTED GRANULAR FILL

GARAGE FOUNDATION:
- 2X6 TREATED SILL PLATE WITH SILL GASKET
- ½" DIAMETER ANCHOR BOLTS ALIGNED WITH VERTICAL REINFORCING MINIMUM 7" EMBEDMENT
- 8" CMU FOUNDATION WALLS
  - 6" TOP COURSE
  - VERTICAL REINFORCEMENT: #4 @ MAX 6' O.C.
  - HORIZONTAL REINFORCEMENT: CONTINUOUS BOND BEAM AT TOP
  - (1) #4 BAR IN BOND BEAM
- 8' X 16" CONCRETE FOOTING
  - MAINTAIN MINIMUM 48" DEPTH BELOW GRADE FOR FROST PROTECTION



1 GARAGE SECTION
1/2" = 1'

NEW EDGE DESIGN

MANTORVILLE FOUR
THREE CORD HOMES LLC
421 CLAY ST
MANTORVILLE MINNESOTA

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PROJECT #: 260804

DATE: 9/8/2026

3.1
WALL SECTIONS

Preliminary Plat Application

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

Date Filed 9/15/26 Date Fee Paid 9/15/26

Date Considered Complete 9/16/26 (60 day rule begins)

Street Address of Property 421 CLAY STREET

Legal Description of Property ORIGINAL PLAT .56 AC LOT 6-7 & N1/2 LOT 8 BLK 2 (FULL LEGAL INLCUDED)

PID# (s) 251000184

Owner's Name THREE CORD HOMES LLC

Address 1005 9TH AVE NW BYRON, MN 55920

Phone _____ Alternate Number or Email seegerandco@gmail.com

Applicant (If other than owner) THREE CORD HOMES LLC

Address 1005 9TH AVE NW BYRON, MN 55920

Description of Request JOINT PRELIMINARY AND FINAL PLAT TO SUBDIVIDE THE PARCEL INTO 4 LOTS

Reason(s) for Request THE CONSTRUCTION OF SINGLE FAMILY DETACHED DWELLINGS. SEE CONDITIONAL USE PERMIT APPLICATION FOR SUMMARY OF PUD AND DEVELOPMENT DETAILS.

Present Zoning Classification: R1 ☐ R2 ☑ Commercial ☐ Transitional ☐ Historic ☐

Existing Use of Property VACANT LAND

Future Use of Property SINGLE FAMILY DETACHED DWELLINGS

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

Signature of Applicant(s) _____ Date 09/10/26

_____ Date _____

DESCRIPTION OF RECORD:
Lots 6, 7 and the north half of Lot 8, Block 2, Original Plat of the City of Mantorville, Dodge County, Minnesota.

PROPERTY ADDRESS: 421 CLAY ST
MANTORVILLE, MN 55955

NOTE:
The elevations and contours shown are based on a ground survey performed on October 24, 2026 and are referenced to the NAVD88 datum. Contours are shown at a 1-foot interval. BENCHMARK: Top nut of hydrant southeast corner of the intersection of Fifth Street and Clay Street.

LEGEND

- PROPERTY LINE
- RIGHT OF WAY LINE
- COM — UNDERGROUND COMMUNICATION LINE/VAULT
- SANITARY SEWER/MANHOLE
- STORM SEWER/MANHOLE/CATCH BASIN
- ELECTRIC METER/TRANSFORMER
- GATE VALVE/HYDRANT
- BITUMINOUS
- GAS — GAS — UNDERGROUND GAS LINE

TOTAL ACRES = 0.53 ACRES
TOTAL LOTS = 4

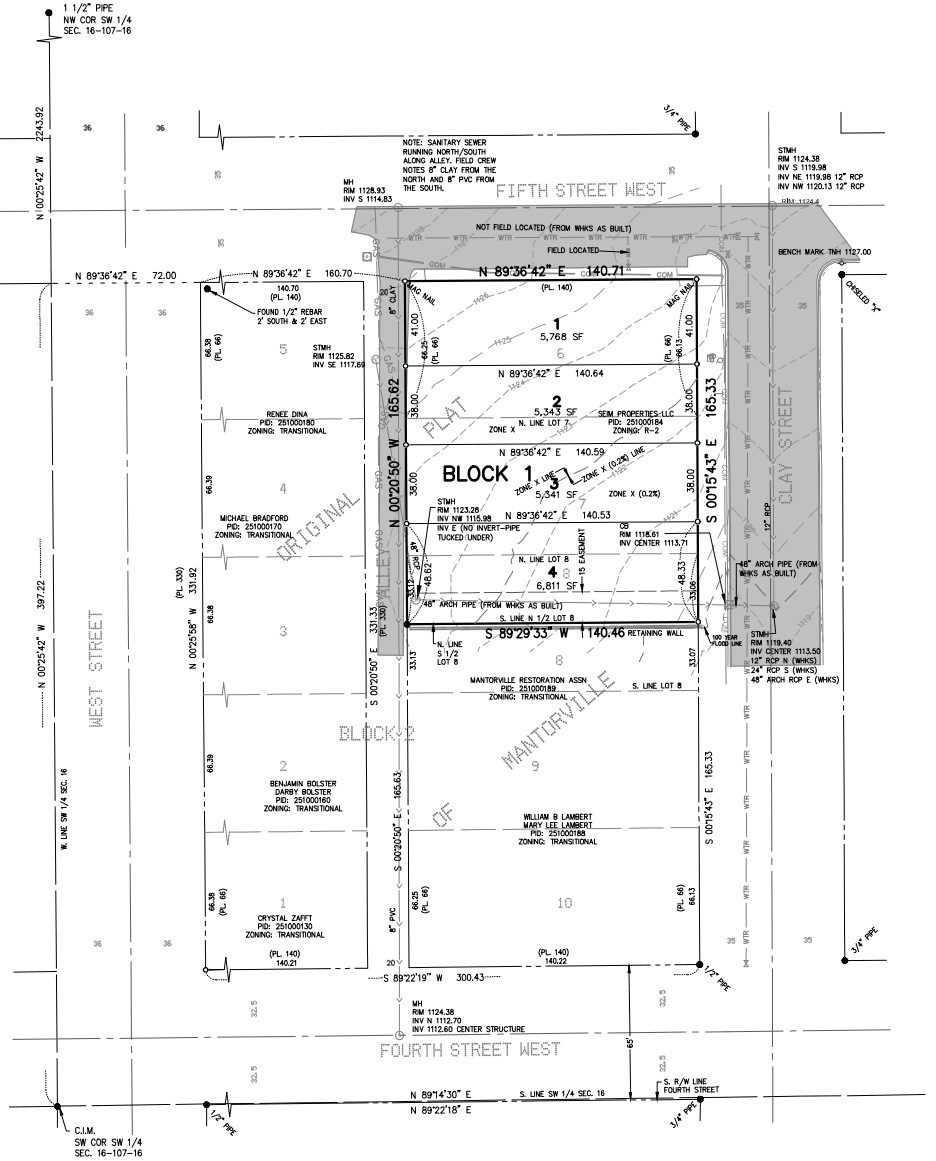
FEMA FLOOD MAP 27039C0159C
EFFECTIVE DATE: 9/26/2024
ZONE AE-100 YEAR FLOOD ZONE (WITH BFE 1119.4)
ZONE X (0.2%) (0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile.

PLAN

0 30 60
SCALE IN FEET

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

PROPERTY LOCATION MAP
SECTION 16
T. 107 N. R. 16 W.
No Scale



OWNER / DEVELOPER
THREE CORD HOMES I.L.C
1005 9TH AVE NW
BYRON, MN 55902-1560
PHONE NO. (715) 281-0451

CIVIL ENGINEERS / SURVEYORS
WSE & MASSEY ENGINEERING & SURVEYING
P.O. BOX 100
KASSON, MN. 55944
PH. NO. 507-634-4505

WSE+MASSEY
Engineering & Surveying
PH. NO. 507-634-4505
PLANS@WSE.ENGINEERING
www.wse.engineering
KASSON OFFICE
P.O. BOX 100
33 B E VETERANS MEMORIAL HIGHWAY
KASSON, MN 55944
ROCHESTER OFFICE
717 3RD AVE SE
STE 101
ROCHESTER, MN 55904

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Number Date

REV. | DATE: | DESCRIPTION:

PRELIMINARY PLAT
THREE CORD COTTAGES
DODGE COUNTY, MINNESOTA

SCALE: 1"=30'
DATE: 9/14/2026
DRAWN BY: G.D.Z.
JOB NUMBER: 5480
DWG. FILE: 5480SP01

5480SP01.dwg
9/14/2026 2:42:30 PM

Legal Description of Record

Lots 6, 7 and the north half of Lot 8, Block 2, Original Plat of the City of Mantorville, Dodge County, Minnesota.

2905 South Broadway
Rochester, MN 55904-5515
Phone: 507.288.3923
Fax: 507.288.2675
Email: rochester@whks.com
Website: www.whks.com

whks
engineers + planners + land surveyors

September 29, 2026

Ms. Gretchen Lohrbach
City Clerk - Treasure
City of Mantorville
21 5th street East
Mantorville, MN 55955

RE: City of Mantorville
Three Cord Cottages – 421 Clay Street
Review of Preliminary Plat, Final Plat, and Plans

Dear Ms. Lohrbach:

We have reviewed the Preliminary Plat, Final Plat, and associated plans as requested and offer the following comments.

Fee Items

1. Sewer and Water connection fees will apply to each lot.

2. Parkland dedication “Money in lieu of land” should be determined per section 151.076 (D) of the City Code.

3. A proposed construction schedule and cost opinion for public improvements will need to be submitted for this project for inclusion in the development agreement. Construction observation fees to be charged to the Developer will be calculated based on the construction schedule for all public improvements. Public improvements include the Alley restoration work and sidewalk construction in the City Right of Way.

Review Comments

1. The applicant must secure all necessary permits including a “Building Application/Permit” and a “Flood Plain Building Permit”. The Owner, or their representation, will be responsible for permit compliance.

2. A portion of the proposed development is located within the Flood Fringe District. The submitted plans appear to comply with the City's Flood Fringe regulations; however, a Flood Plain Building Permit must be obtained, and all permit conditions must be satisfied prior to construction.

3. The site currently acts as an emergency overflow route for the culvert under 5th street. The plans should include spot elevations and drainage arrows showing the proposed emergency overflow route.

4. The sidewalk on the north side of the property should be replaced due to its condition.

5. The existing water service size is unknown. At the surface there appears to be a curb stop box, not a gate valve box as shown. A note should be added addressing the required improvements if a 6-inch water service has not been stubbed to the site. A new curb stop box (with gate valve box top) or gate valve box should be installed in the sidewalk.

6. The developer agreement shall include a provision that the City can access and operate the individual curb stops.

7. Sanitary Sewer Connections shall be made by a Power Seal.

8. A PVC Wye and sanitary sewer service of unknown length is located approximately 69' south of the manhole in 5th Street. The sewer was recently lined from the manhole to 65 feet south of the manhole. The sewer is PVC from that point south.

9. The Sanitary Service to the southernmost lot goes under a 48" RCP Storm Sewer. Moving the connection point of this service to the north to avoid the storm sewer and minimizing impacts to the alley pavement should be considered.

10. Removal limits should be added to the alley to make the sanitary sewer connections. A minimum of 4" bituminous pavement on 10" aggregate base should be placed back.

11. The proposed storm sewer and water services are shown crossing multiple lots on private property. Private easements should be shown on the plans and recorded.

12. The proposed storm sewer, storm sewer intakes, and water service should be noted as private.

13. An easement should be platted over the existing 48" storm sewer on the southwest corner of the property.

14. The proposed storm sewer should not blind tie into the existing storm sewer, review if connecting into the existing 108" storm sewer manhole can be made by flattening out the slopes.

15. The arch pipe location should be verified, and its outside walls should be shown on the plan to ensure that the pipe is not below the house footing influence zone.

16. A swale should be shown or noted on the grading plan on the south side of the property. It appears that water is directed to the existing retaining wall and it should be directed to Clay Street.

17. The preliminary plat and final plat should include the document number of the 15' easement on the south side of the property.
18. A Title Commitment for the Developer Agreement needs to be provided.

We recommend approval of the Preliminary Plat, Final Plat, and Plans contingent upon resolution of the above comments, issuance of all required permits, and execution of a Development Agreement acceptable to the City.

Please contact me if you have any questions.

Sincerely,

***WHKS** & CO.*

Scott G. Huneke, P.E.
City Engineer

cc: Ryan Schoenfelder, EIT, WSE
Travis Seeger, Three Cord Homes LLC

CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA

RESOLUTION 2026-25

RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR THE THREE CORD COTTAGES PLANNED UNIT DEVELOPMENT

WHEREAS, Three Cord Homes LLC (the "Applicant") has applied to the City of Mantorville (the "City") for a conditional use permit for a planned unit development ("PUD"), in accordance with Section 150.091 of the Mantorville City Code (the "Code"); and

WHEREAS, the Applicant has proposed to plat the property legally described on Exhibit A (the "Property") as *Three Cord Cottages* and has submitted a preliminary plat application to the City; and

WHEREAS, the Property is 0.54 acres in size, and the City recently conditionally rezoned the Property to R-2; and

WHEREAS, the Applicant desires to construct a four-lot residential development on the Property with four detached single-family dwellings, as depicted on the site plan attached hereto as Exhibit B; and

WHEREAS, the PUD is being proposed to maximize the development potential of the Property in an organized and orderly fashion; and

WHEREAS, the dwellings within the PUD will be detached single-family dwellings, and the requested deviations from the City's standards that are being requested for the PUD, as depicted on Exhibit B, are for smaller interior side setbacks, street side setbacks, and street frontage width; and

WHEREAS, the City Council held a duly noticed public hearing on October 12, 2026, at which time it heard from those wishing to speak and reviewed any written testimony or information provided to the City regarding this matter; and

WHEREAS, the City Council hereby finds and determines the following:

(a) The PUD is consistent with the City's comprehensive plan;

(b) The PUD is an effective and unified treatment of the development plan;

(c) The PUD will harmonize with the existing development in the area;

(d) The proposed development of residential dwellings is allowed as a permitted use in the R-2 District and the Applicant has demonstrated an ability to assure completion of the PUD;

(e) The PUD will not result in undue adverse effects on surrounding areas and will be compatible with the neighborhood;

(f) The PUD will not create an excessive burden on existing parks, schools, streets, or other public facilities;

(g) The PUD will be sufficiently compatible with existing land, and existing homes will not be depreciated in value and there will be no deterrence to development of vacant land caused by the PUD;

(h) The structures and site will have an appearance that will not adversely affect existing residential properties;

(i) The PUD is reasonably related to the overall needs of the city and to the existing land use;

(j) The PUD is in harmony with and consistent with the purpose of the City's zoning regulations and the R-2 District;

(k) The PUD is not in conflict with the City's comprehensive plan, as the comprehensive plan encourages development of single-family housing;

(l) The PUD will not cause traffic hazards or congestion;

(m) Any additional traffic generated by the PUD can be safely accommodated on existing or planned street systems; and the existing public roads providing access to the site will not need to be upgraded or improved by the City in order to handle the additional traffic generated;

(n) Adequate measures have been taken to prevent any disturbances, and to provide utilities, parking, drainage, and other facilities to the PUD;

(o) The PUD will not impede the normal and orderly development or improvements of surrounding property;

(p) The PUD will not be injurious to the use and enjoyment of other property in the neighborhood, nor will it diminish the values of surrounding property; and

(q) The PUD will not disrupt the character of the neighborhood and, other than the deviations provided in the submitted plans, the PUD meets all standards and requirements of the City's land use controls.

NOW, THEREFORE, BE IT RESOLVED, that the Mantorville City Council hereby approves the conditional use permit for a planned unit development, with the only deviations from the Code being the setbacks and street frontage regulations described herein, conditioned upon the Applicant's compliance with all of the following:

(1) The Applicant shall plat and develop the Property as provided in the preliminary plat entitled *Three Cord Cottages* and the approved final development plan, and shall enter into with the City and comply with a development agreement related to the development of the PUD;

(2) The Applicant shall obtain any permits as may be required to develop the PUD in accordance with this approval;

(3) The Applicant must adhere to, and remain in compliance with, the requirements of this resolution, all applicable City performance standards, and all other laws and regulations that may apply to the Property;

(4) The conditions of this resolution must be complied with, shall run with the land, and shall not in any way be affected by the subsequent sale, lease or other change from current ownership of the Property;

(5) The Applicant shall pay all fees and costs incurred by the City as related to the proposed planned unit development and associated applications, which may be further specified in the development agreement.

(6) This resolution is further subject to the condition that all representations, written and oral, made by the Applicant and its agents and representatives to the City contained in and concerning the Applicant's application must have been true, complete, and accurate at the time they were made, and that they remain true and accurate.

NOW THEREFORE BE IT FURTHER RESOLVED, by the Mantorville City Council, that City staff and City consultants shall take any appropriate action necessary and convenient in order to accomplish the intent of this resolution, and to prepare any appropriate documents to facilitate the directives of the City Council as set forth in this resolution.

NOW THEREFORE BE IT FINALLY RESOLVED, by the Mantorville City Council, that the City Clerk Treasurer is hereby authorized and directed to record this Resolution in the office of the County Recorder/Registrar of Titles.

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

ATTEST:

Mayor

City Clerk-Treasurer

EXHIBIT A

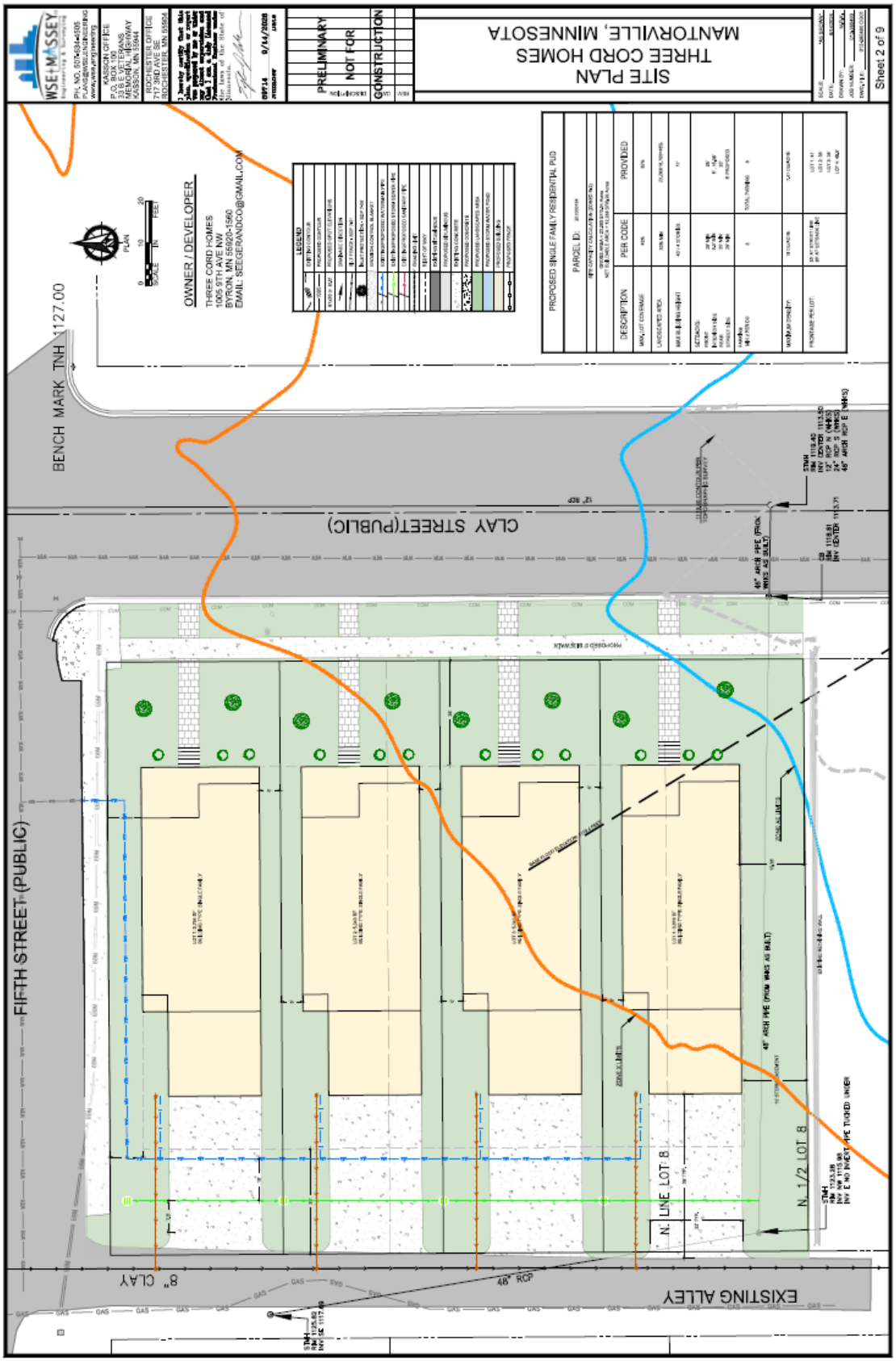
Legal Description of the Property

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

[To be platted as Lots 1 through 4, inclusive, Block 1, Three Cord Cottages, Dodge County, Minnesota]

EXHIBIT B
Site Plan



CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA

RESOLUTION 2026-26

RESOLUTION APPROVING THE PRELIMINARY PLAT FOR THREE CORD COTTAGES WITHIN THE CITY OF MANTORVILLE

WHEREAS, the City of Mantorville (the "City") is a municipal corporation, organized and existing under the laws of Minnesota; and

WHEREAS, the City has adopted zoning and subdivision regulations to promote the orderly, economic and safe development and utilization of land; and

WHEREAS, Three Cord Homes LLC (the "Applicant") has proposed to plat the property legally described in Exhibit A attached hereto (the "Property") into single family lots that will be served by public utilities; and

WHEREAS, the Applicant has applied for preliminary approval to plat the Property, and said plat is tentatively named *Three Cord Cottages*; and

WHEREAS, on August 10, 2026, the Property was conditionally rezoned to R-2 on the City's official zoning map; and

WHEREAS, also on August 10, 2026, the City Council approved a preliminary development plan for the Property to accommodate the Applicant's desired planned unit development; and

WHEREAS, the proposed development and plan set have been reviewed by the City Engineer and a written report, dated September 29, 2026, has been submitted by the City Engineer to the City; and

WHEREAS, after due notice as required by law, a public hearing on the preliminary plat was held before the City Council on October 12, 2026; and

WHEREAS, the City Council has carefully considered the Applicant's preliminary plat application, including comments from the City Engineer and other written materials, following the public hearing.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Mantorville, that based upon review of the application information, the review report submitted by the City Engineer, review by City Staff, and following the aforementioned public hearing, the City Council hereby approves the preliminary plat for *Three Cord Cottages* subject to the following conditions:

1. City approval of a (i) conditional use permit to accommodate the Applicant's desired planned unit development; and (ii) the Applicant's final development plan.

2. The Applicant shall enter into a development agreement with the City, which shall be in a form and of substance acceptable to the City Attorney, and all requirements contained in said agreement shall be satisfied. The agreement will be finalized prior to final plat approval and will memorialize, among other things, the Applicant's obligation to construct all necessary public and private improvements and provide either a cash escrow or letter of credit to secure all obligations.

3. The Applicant shall comply with all written comments and requirements of the City Engineer, including those in the City Engineer's letter to the City, dated September 29, 2026, regardless of whether such requirements are separately listed in this resolution. Said letter is hereby incorporated into this resolution as if fully set forth herein.

4. The Applicant shall execute and record easements over portions of the Property, in a form and substance that meets the satisfaction of the City Attorney, to accommodate the proposed private storm sewer and water improvements.

5. The Applicant shall be responsible for the construction of all public and private improvements associated with the development and in accordance with the plans approved by the City Engineer, unless expressly indicated otherwise herein.

6. The Applicant shall submit current title work for the plat and shall conform to any requirements resulting from the City Attorney's review of the title work and plat opinion.

7. To meet the park dedication requirements, the Applicant shall make a cash-in-lieu payment to the City in accordance with the City's subdivision ordinance.

8. The Applicant shall pay all fees and costs incurred by the City as related to the development and associated applications, which may be further specified in the development agreement.

9. All representations, written and oral, made by the Applicant contained in and concerning the application must have been true, complete, and accurate at the time they were made.

10. The Applicant is in compliance and remains in compliance at all times with all applicable laws, rules, regulations, and agreements concerning the Property for which this approval is granted.

NOW, THEREFORE, BE IT ALSO RESOLVED, by the City Council of the City of Mantorville, that City staff and consultants are hereby authorized and directed to take any steps that are deemed necessary or convenient to carry out the intent of this resolution.

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

ATTEST:

Mayor

City Clerk-Treasurer

EXHIBIT A

Legal Description of the Property

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


Ready, Set, Learn
Dodge County School Supply Program
THE SALVATION ARMY
DOING THE MOST GOOD
IN DODGE COUNTY
601 CLAY STREET

Meeting 1 (Oct first meeting): Core Administration & Professional Services

City operations, personnel allocations, internal services, and public safety contracts.

- **Revenues to Review:** General property taxes (`31000`), local government aid (`33401`), licenses, permits, and franchise fees.
- **Expenditures & Line Items:**
  - **Legislative & Elections:** Mayor/Council salaries, training, publishing
  - **Financial Administration & Accounting:** Staff salaries/benefits breakdown, auditing contracts, legal fees, assessing, software/IT services (Banyon, On-Site Computers, Laserfiche), and postage
  - **Buildings & Plant:** City Hall maintenance, utilities, property insurance, and communications .
  - **Public Safety:** Police protection contract (including the ambulance allocation) and Fire Department operations, training, and equipment

Meeting 2 (Oct second meeting): Infrastructure, Streets, & Public Works

Roads, transportation, winter maintenance, lighting, and capital debt tied to public works.

- **Revenues to Review:** Intergovernmental road grants, county highway aid, and state aids.
- **Expenditures & Line Items:**
  - **Streets Department:** Salaries, motor fuels, street maintenance materials, safety/OSHA, and major CIP items for 2027 (e.g., 8th St W, Alley near Fire Hall, culvert cleaning, crack/chip sealing, and striping) .
  - **Ice and Snow Removal:** Grader/plow maintenance, motor fuels, and snow removal costs.
  - **Street Lighting:** Electric utilities and solar distribution impacts.
  - **Building Inspections & Engineering:** Construction management, zoning fees, and engineering professional fees.
  - **Debt Service & Capital Funds:** GO bonds, equipment notes (like the plow truck note), and capital transfers

Meeting 3 (Nov first meeting): Water & Sewer Utilities

Enterprise funds, utility personnel allocations, system maintenance, and long-term utility health.

- **Revenues to Review:** Utility billing, user fees, and enterprise fund transfers.
- **Expenditures & Line Items:**
  - **Water Utility Fund:** Personnel wage/benefit distributions (Wade, Joe, Deputy Clerk, Gretchen splits), operational supplies, testing, equipment maintenance, and capital improvement needs.
  - **Sewer Utility Fund:** Staff allocations, maintenance materials, treatment operations, and regulatory compliance costs.
  - **Shared Utility Overheads:** Cross-departmental overtime allocations and PERA/benefit splits for public works staff.

Meeting 4 (Nov Second Meeting): Parks, Recreation, Campground, & Economic Development (EDA)

Focus on community spaces, quality of life projects, tourism/campground drivers, and local economic partnerships.

- **Revenues to Review:** Park shelter/bandshell rentals, park fees, and miscellaneous contributions.
- **Expenditures & Line Items:**
    - **Parks & Recreation:** Park staff wage/benefit allocations, supplies, park building/machinery maintenance, port-a-potty rentals, and the 2027 Park Board wish list items (e.g., Riverside play borders, rip-rap, park tree management, mower/gator leases, and Slingerland playground updates).
    - **Campground:** Campground wage allocations and operational upkeep.
    - **Economic Development Authority (EDA):** CEDA contract, city-wide event support, and local promotion.

WAGE DISTRUBUTION with no wage increases **2027**

EMPLOYEE	DEPARTMENT	WAGE	Winter %	Summer %	Salary		Benefits
Seasonal	Parks		0.00%	100.00%	$14,634.90		$3,618.00
	Overtime	$0.00			**$14,634.90**		**$3,618.00**
$14,635	Health & HSA	$0.00					
	Dental	$0.00					
	Life	$0.00					
15.48%	PERA, SocS, Medcar	$2,265.48					
Wade Schroeder	Water		16.00%	16.00%	$9,820.80		$3,953.55
	Sewer		21.00%	21.00%	$12,889.80		$5,189.03
$60,507.20	Streets		39.00%	39.00%	$23,938.20		$9,636.78
	Parks		24.00%	24.00%	$14,731.20		$5,930.32
Overtime based on 20 hours	Overtime	**$872.80**			**$61,380.00**		**$24,709.68**
	Health & HSA	$14,008.00					
	Dental	$557.88					
	Life	$642.18					
15.48%	PERA, SocS, Medcar	$9,501.62					
Deputy City Clerk	Water		25.00%	25.00%	$12,484.38		$5,734.60
	Sewer		25.00%	25.00%	$12,484.38		$5,734.60
$48,880	Clerk		25.00%	25.00%	$12,484.38		$5,734.60
	Campground		25.00%	25.00%	$12,484.38		$5,734.60
Overtime based on 30 Hours	Overtime	**$1,057.50**			**$49,937.50**		**$22,938.39**
	Heatlh & HSA	$14,008.00					
	Dental	$557.88					
	Life	$642.18					
15.48%	PERA, SocS, Medcar	$7,730.33					
Gretchen Lohrbach	Clerk		80.00%	80.00%	$58,689.60		$21,251.60
	Water		10.00%	10.00%	$7,336.20		$2,656.45
$73,362.00	Sewer		10.00%	10.00%	$7,336.20		$2,656.45
	Overtime	**$0.00**			**$73,362.00**		**$26,564.50**
	Health & HSA	$14,008.00					
	Dental	$557.88					
	Life	$642.18					
15.48%	PERA, SocS, Medcar	$11,356.44					
Joe Adams	Water		16.00%	16.00%	$11,306.03		$4,183.46
	Sewer		21.00%	21.00%	$14,839.17		$5,490.80
$68,203	Streets		39.00%	39.00%	$27,558.45		$10,197.19
	Parks		24.00%	24.00%	$16,959.05		$6,275.20
Overtime based on 50 hours	Overtime	**$2,459.50**			**$70,662.70**		**$26,146.65**
	Health & HSA	$14,008.00					
	Dental	$557.88					
	Life	$642.18					
15.48%	PERA, SocS, Medcar	$10,938.59					
				Salary Total	**$269,977.10**	**Benefit Total**	**$103,977.21**

Department Breakdown	Salaries	Benefits
Water Utility	$40,947.41	$16,528.06
Sewer Utility	$47,549.54	$19,070.88
Public Works	$51,496.65	$19,833.97
General Government	$71,173.98	$26,986.19
Campground	$12,484.38	$5,734.60
Parks	$46,325.15	$15,823.52
Total Salary	**$269,977.10**	**$103,977.21**
Overtime Portion of Total Salaries is	**$4,389.80**	

2027 Hourly Wage Cola + Percent

Hourly rates	2026 Hourly	2027 with COLA Increase	Projected Hrs for 2027	Projected Overtime Hrs	2026	4% Increase with COLA	3% increase with COLA	2% increase with COLA	1% increase with COLA
Gretchen Lohrbach	$35.27	**$36.20**	2080	120	$35.27	$36.68	$36.33	$35.98	$35.62
Wade Schroeder	$29.09	**$29.86**	2080	20	$29.09	$30.25	$29.96	$29.67	$29.38
Luellen Lewis - Seasonal	$16.50	**$16.93**	780	0	$16.50	$17.16	$17.00	$16.83	$16.67
Deputy City Clerk	$23.50	**$24.12**	2080	30	$23.50	$24.44	$24.21	$23.97	$23.74
Joe Adams	$32.79	**$33.65**	2080	50	$32.79	$34.10	$33.77	$33.45	$33.12
Brad Suhr - Seasonal	$19.61	**$20.13**	90	0	$19.61	$20.39	$20.20	$20.00	$19.81

COLA for 2027 is projected to be 3.6%

Overtime Hours	2023	2024	2025	2026 YTD	
Joe Adams	50	127	44	21	**2025 cost - $2,164**
Wade Schroeder	30	70	21	7	**2025 cost - $916**
Wendy Siewert (Gretchen Lohrbach 2023 & 2024)	23	1	158	76	**2025 cost - $5,570**
Brad Suhr - Parks	0	0	0	2.5	**2025 cost - $0.00**
Gretchen Lohrbach	229	198	228	72.5	**2025 $12,062- doesn't cost city-is salaried**
				Total 2025 Overtime Cost Excluding Salaried Position	**$8,650**

General Budget Increase with Pay Raises **Salaries will Increase** **Benefits will Increase**

COLA Only - 3.6%	$9,868.00	$787.00
COLA 3.6 + 1%	$12,609.00	$1,006.00
COLA 3.6 + 2%	$14,350.00	$1,145.00

2027 BENEFITS

	2027	2026	2025			
PERA	**7.50%**	**7.50%**	7.50%			
Medicare	**1.45%**	**1.45%**	1.45%			
Social Security	**6.20%**	**6.20%**	6.20%			
PFML	**0.33%**			2027/Person	2026/Person	2025/Person
					4	4
Health - 8.52% Increase	**$49,032.00**	**$45,092.46**	$42,420.00	$12,258.00	$11,296.00	$10,065.00
Dental- 3% increase	**$2,231.52**	**$2,168.64**	$1,975.00	$557.88	$542.16	$494.00
Life + STD - 3% increase	**$2,568.72**	**$2,493.90**	$2,421.00	$642.18	$624.00	$605.00
Insurance Deductible						
Uniform/Boot Allowance	**$1,000.00**	**$1,000.00**	$1,000.00	$500.00	$500.00	$500.00
Office Employee Clothiing Allowance	**$400.00**	**$400.00**	$400.00	$200.00	$200.00	$200.00

History of Health Premiums

Year	Single	Family
2024-Plan 1	$863.76	$1,804.73
2025	$883.62	$1,905.32
2026	$941.32	$2,029.00
2027	$1,021.50	$2,202.62

Increase employer contribution for 2027 to health savings account from $1,700 to $1,750 based on:

City pays half of the single deductible to each employee's HSA

Deductible payment history:

Year	Deductible(Single)
2025	$3,300.00
2026	$3,400.00
2027	$3,500.00

CITY OF MANTORVILLE

2027 Preliminary Budget

10/12/2026
Through PR 20

2027 General Budget w/ 2026 YTD

			2024 Budget	2025 Budget	2026 Budget	2027 Budget
LEVY BREAKDOWN			Final	Final	Final	Preliminary
Account			Final Levy Set 6.5%	Levy Set 7.5%	Levy set 5%	Levy set at 9.9%
101-			$634,031.91	$681,584.00	$715,664.00	
31000		Property tax	$595,334.19	$634,031.91	$681,584.00	$715,664.00
		Property tax + 1%	$601,287.53	$640,372.22	$688,400.00	$722,820.64
		Property tax + 2%	$607,240.87	$646,712.55	$695,216.00	$729,977.28
		Property tax + 3%	$613,194.22	$653,052.86	$702,032.00	$737,133.92
		Property tax + 4%	$619,147.56	$659,393.18	$708,848.00	$744,290.56
		Property tax + 5%	$625,100.90	$665,733.51	$715,664.00	$751,447.20
		Property tax + 6%	$631,054.24	$672,073.83	$722,479.00	$758,603.84
			$634,031.91			
		Property tax + 7%	$637,007.58	$678,414.14	$729,295.00	$765,760.48
				$681,584.30		
		Property tax + 8%	$642,960.93	$684,754.46	$736,111.00	$772,917.12
		Property tax + 9%	$648,914.27	$691,094.78	$742,927.00	$780,073.76
		Property Tax + 9.9%				$786,514.36
		Property tax +10%	$654,867.61	$697,435.10	$749,742.73	$787,230.40
		Property tax + 11%	$660,820.95	$703,775.42	$756,559.00	$794,387.04
		Property tax + 12%	$666,774.29	$710,115.74	$763,374.00	$801,543.68
		Property tax + 13%	$672,727.63	$716,456.06	$770,190.00	$808,700.32
		Property tax + 14%	$678,680.98	$722,796.38	$777,066.00	$815,856.96
		Property tax + 15%	$684,634.31	$729,136.69	$783,822.00	$823,013.60
		Property Tax + 16%				
		Property Tax + 17%				
		Property Tax + 18%				
		Property Tax + 19%				
		Property Tax + 20%				

2027 General Budget w/ 2026 YTD

		2024 Budget	2024 EOY	2025 Budget	2025 EOY	2026 Budget	2026 YTD	2027 Budget	COMMENTS
101-	REVENUES	Final Levy 6.5%	End of Year	Final Levy 7.5%	End of Year	Final Levy 5%	YTD	Preliminary	
31000	Property Tax	$634,031.91	$626,746.68	$681,584.00	$679,960.96	**$715,664.00**	**$385,504.83**	**$715,664.00**	
32000	Permits & Licenses	$550.00	$1,860.00	$2,100.00	$2,470.00	**$2,500.00**	**$3,262.00**	**$3,300.00**	Rental, Golf Cart, Garbage, vendors
32110	Liquor Licenses	$8,200.00	$8,200.00	$8,200.00	$5,500.00	**$8,200.00**	**$2,700.00**	**$8,200.00**	Liquor License fees
32210	Building Permits	$10,000.00	$4,907.16	$4,000.00	$5,495.12	**$26,000.00**	**$6,705.25**	**$30,000.00**	Building permit fees, added $22,000 because of Eagle Meadows home permits for 2026, have not seen any as of yet
32240	Animal Licenses	$100.00	$25.00	$100.00	$175.00	**$175.00**	**$0.00**	**$50.00**	Dog tags
32241	Animal Impound Fee	$0.00	$0.00	$0.00	$0.00	**$0.00**	**$0.00**	**$0.00**	Animal impound fees
33000	Intergovernmental Revenues	$0.00	$1,710.78	$1,800.00	$1,779.21	**$1,832.00**	**$1,850.37**	**$1,906.00**	Typically grant dollars (FD DNR grant) Snow Removal from State
33160	Other Grants	$0.00	$15,000.00	$0.00	$0.00	**$0.00**	**$46,688.02**		Received Compeer in 2024 for $5,000, SEMMCHRA Small Cities Reimbursement dollars
33170	FEMA Grants	$0.00	$39,650.00	$0.00	$0.00	**$0.00**	**$0.00**	**$0.00**	$36,055.80 From flood in June 2024
33400	State Grants & Aids	$0.00	$49,398.76	$0.00	$14,464.00	**$24,025.00**	**$8,232.00**	**$22,305.00**	Small Cities Assistance
33401	Local Government Aid	$376,877.00	$344,869.00	$375,181.00	$345,120.00	**$345,427.00**	**$172,713.50**	**$345,590.00**	
33402	Market Value Credit	$0.00	$428.37	$0.00	$538.83	**$0.00**	**$0.00**	**$500.00**	Revenue offset of property tax
33422	Other State Aid Grants	$0.00	$0.00	$0.00	$47,300.00	**$0.00**	**$0.00**	**$0.00**	
33423	PERA Aid	$0.00	$0.00	$0.00	$0.00	**$0.00**	**$0.00**	**$0.00**	Offset to PERA; employee retire
33440	Fire Department Grant	$0.00	$4,599.00	**$40,000.00**	$0.00	**$0.00**	**$40,000.00**		**Grant for 2025 radios received in 2026**
33610	County Highway Aid	$5,836.96	$6,395.93	$6,580.00	$7,247.42	**$7,300.00**	**$7,179.00**	**$7,300.00**	Aid dollars to offset highway maintenance
34101	City Property Rent Revenue	$12,100.00	$12,097.00	$12,096.00	$11,586.00	**$10,440.00**	**$7,830.00**	**$10,500.00**	Tower lease with AT&T
34103	Zoning and Subdivision Fees	$1,000.00	$0.00	$500.00	$400.00	**$600.00**	**$1,054.00**	**$600.00**	public hearing/other zoning
34107	Assessment Search Fee	$0.00	$0.00	$0.00	$0.00	**$0.00**	**$0.00**	**$0.00**	
34202	Fire Department Contracts	$74,300.00	$74,300.00	$78,015.00	$78,015.00	**$81,916.00**	**$78,265.00**	**$78,265.00**	**annual township fire contracts, est 5% increases? Decided to keep the same for year 2026.**
34203	Fire Dept. - Fire calls	$1,500.00	$5,975.00	$3,000.00	$3,733.60	**$5,000.00**	**$2,280.00**	**$2,500.00**	Fees for fire calls & Pool Fills
34780	Park Fees	$800.00	$450.00	$600.00	$2,030.00	**$2,000.00**	**$1,850.00**	**$2,000.00**	Shelter & Bandshell rental fees
35000	Fines and Forfeits	$700.00	$1,000.41	$900.00	$726.03	**$1,000.00**	**$735.40**	**$1,000.00**	City share of Dodge County issued tickets
36200	Miscellaneous Revenues	$1,000.00	$10,703.95	$300.00	**$7,511.99**	**$500.00**	**$2,294.40**	**$500.00**	Copies, scrap metal, auction items, city clothing, Joint Ventures payments, P&Z attorney and engineer fees 2025 Eagle meadows Funal Plat, 2024 Xcel Reimbursement, 2026 Public Works sale items
36201	Refunds and Reimbursements	$6,500.00	**$30,199.50**	$6,500.00	$8,149.05	**$5,000.00**	**$10,508.07**	**$6,000.00**	Dividend checks LMC, LMCIT, Health Ins, IRS, Fire Dept Reimburse, 2024 high Because Of Large IRS Refunds & Street Light Reimbursement from Xcel
36210	Interest Earnings	$36,000.00	$31,845.23	$35,320.00	$26,698.06	**$25,000.00**	**$12,751.45**	**$26,000.00**	Interest on investments, savings, checking **that are Allocated to General Fund**
36230	Contributions and Donations	$200.00	$200.00	$200.00	$751.95	**$100.00**	**$444.86**	**$100.00**	National Night Out 2025
38050	Cable Franchise Fees	$6,000.00	$6,285.36	$6,600.00	$1,603.83	**$460.00**	**$336.39**	**$460.00**	Cable franchise fees - Mediacom same per Qtr., Kmtel is gone
39200	Interfund Operating Transfer	$0.00	$0.00	$0.00	$0.00	**$0.00**	**$0.00**		
39201	Transfer from General Fund	$0.00	$0.00	$0.00	$0.00	**$0.00**	**$0.00**		
39202	Contribution-Enterprise Funds	$0.00	$0.00	$0.00	$0.00	**$0.00**	**$0.00**		
39203	Transfer from General Funds	$0.00	$0.00	$0.00	$0.00	**$0.00**	**$0.00**		
39300	Proceeds Gen long term Debt	$0.00	$22,500.00	$0.00	$0.00	**$0.00**	**$0.00**		Recording John Deere Lease in 2024
	Total Revenues	**$1,175,695.87**	**$1,299,347.13**	**$1,263,576.00**	**$1,251,256.05**	**$1,263,139.00**	**$793,184.54**	**$1,262,740.00**	

2027 General Budget w/ 2026 YTD

			2024 Budget	2024 EOY	2025 Budget	2025 EOY	2026 Budget	2026 YTD	2027 Budget	COMMENTS
101-		EXPENDITURES	Final Levy 6.5%	EOY Spent	Final Levy 7.5%	EOY Spent	Final Levy 5%	YTD Spent	Preliminary	
41110		LEGISLATIVE (MAYOR/COUNCIL)								
	101	Salaries	$9,200.00	$9,278.26	$9,200.00	$9,200.00	**$9,200.00**	**$0.00**	**$9,200.00**	Mayor and Council salary
	120	Council Benefits	$704.00	$709.78	$704.00	$703.80	**$704.00**	**$0.00**	**$705.00**	SS, Medicare for Council
	151	Workers Comp Ins. Premium	$119.00	$95.03	$115.00	$229.59	**$220.00**	**$71.08**	**$150.00**	Work Comp for Council Members
	208	Training, Mileage	$1,000.00	$350.00	$1,000.00	$369.98	**$350.00**	**$0.00**	**$300.00**	LMC Councilmember Training (LMC), training from City Attorney
	352	Publishing	$2,500.00	$3,360.54	$3,000.00	$2,896.39	**$2,300.00**	**$2,919.96**	**$2,400.00**	Legal Notices Published in Paper
	365	Other Insurance	$0.00	$0.00	$0.00	$0.00	**$0.00**	**$0.00**	**$0.00**	
	430	Miscellaneous	$100.00	$226.20	$100.00	$3,798.63	**$100.00**	**$232.98**	**$250.00**	Name Plates, etc., 2025 fema not received (auditor)
	433	Dues and Memberships	$2,100.00	$960.00	$2,400.00	$1,991.00	**$2,000.00**	**$2,181.00**	**$2,300.00**	Dues to LMC, SEMLM, SESC, MCFOA, IIMC
	490	Donations to Civic Organizations	$0.00	$0.00	$0.00	$0.00	**$0.00**	**$0.00**	**$0.00**	
		TOTAL	**$15,723.00**	**$14,979.81**	**$16,519.00**	**$19,189.39**	**$14,874.00**	**$5,405.02**	**$15,305.00**	
41200		OPERATING TRANSFERS								
	720	Operating Transfers	$0.00	$0.00	$0.00	$0.00	**$0.00**	**$0.00**	**$0.00**	
		TOTAL	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	

*Items in red have gone over budget

2027 General Budget W/2026 YTD

			2024 Budget	2024 EOY	2025 Budget	2025 EOY	2026 Budget	2026 YTD	2027 Budget	COMMENTS
101-		EXPENDITURES	Final Levy 6.5%	EOY Spent	Final Levy 7.5%	EOY Spent	Final Levy 5%	YTD Spent	Preliminary	
41410		ELECTIONS								
	101	Salaries	$4,500.00	$3,148.75	$0.00	$0.00	$3,500.00	$1,013.50		Training, Election Day Support
	120	Benefits	$682.00	$87.93	$0.00	$0.00	$95.00	$6.70		Soc Sec, Medicare for Election Staff
	430	Miscellaneous	$300.00	$340.07	$0.00	$0.00	$300.00	$51.75		Food for Elections Staff
		TOTAL	$0.00	$3,576.75	$0.00	$0.00	$3,895.00	$1,071.95	$0.00	
41500		Financial Administration								
	101	Salaries	$68,592.87	$65,190.92	$68,728.00	$74,166.58	$73,320.00	$53,021.13	$71,174.00	
	120	Employee Benefits	$24,778.55	$18,626.20	$24,912.46	$23,178.83	$26,658.50	$19,453.25	$26,896.00	SS, Medicare, Health, Dental, life, PERA etc., wellness pool
	151	Workers Comp Insurance	$979.00	$785.89	$980.00	$118.84	$800.00	$204.51	$400.00	
	200	Supplies	$1,200.00	$1,077.45	$1,200.00	$876.57	$1,200.00	$841.59	$1,000.00	City Hall related Supplies
	208	Training, Mileage	$1,500.00	$1,212.30	$1,500.00	$1,852.97	$1,900.00	$765.52	$900.00	Training/Conference for Clerk & Deputy Clerk, MCFOA
	300	Professional Services	$4,800.00	$9,432.40	$9,500.00	$8,891.37	$10,165.00	$5,545.08	$9,600.00	Banyon, Blue Host, On-Site Computers, WEX HSA, Adobe lease
	312	Animal Impound Fees	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
	315	Recording Fees	$400.00	$91.00	$400.00	$97.00	$400.00	$46.00	$150.00	Paid to Dodge County Recorder
	322	Postage	$5,500.00	$2,267.09	$2,700.00	$707.18	$1,000.00	$371.35	$800.00	Monthly UB mail, all other correspondence, supplies, 4.5% increase forecast for 2027
	350	Printing/Binding	$1,800.00	$2,301.92	$2,300.00	$2,950.00	$2,300.00	$2,858.11	$3,000.00	All printing + copier maintenance costs
	437	Other Miscellaneous	$1,000.00	$934.21	$1,000.00	$1,165.85	$1,000.00	$460.11	$1,000.00	Misc Items plus $500 for National Night Out, high in 2025, but received donations to off-set
	444	COVID-19 Emergency	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
	445	Health & Wellness	$530.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
	570	Capital Outlay	$6,800.00	$0.00	$1,600.00	$2,345.51	$1,600.00	$1,315.99	$7,260.00	Laserfiche Storage (OPG-3), computers, Had to purchase new hard drive in 2025 **Includes $6,000 for ADA website update**
	700	Funds Transfer	$0.00	$10,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	
		Total Financial Administration	$117,880.42	$111,919.38	$114,820.46	$116,350.70	$120,343.50	$84,882.64	$122,180.00	
41530		Accounting								
	301	Accounting & Auditing Services	$24,000.00	$25,250.00	$25,000.00	$24,250.00	$25,000.00	$26,460.00	$26,000.00	Yearly Audit Expense/Contract
		Total Accounting & Auditing Services	$24,000.00	$25,250.00	$25,000.00	$24,250.00	$25,000.00	$26,460.00	$26,000.00	
41550		Assessing								
	310	Assessing	$6,950.00	$7,431.33	$7,400.00	$7,318.89	$6,750.00	$6,610.00	$6,750.00	Assessor Contract, taxes to Township
		Total Assessing	$6,950.00	$7,431.33	$7,400.00	$7,318.89	$6,750.00	$6,610.00	$6,750.00	

41600		**Law/Legal Services**								
	304	Legal Fees	$20,000.00	$29,240.63	$20,000.00	$43,216.75	**$33,000.00**	**$29,691.23**	**$36,000.00**	Includes $2,500 Codification
		Total Law/Legal Services	**$20,000.00**	**$29,240.63**	**$20,000.00**	**$43,216.75**	**$33,000.00**	**$29,691.23**	**$36,000.00**	

*Items in red have gone over budget.

2027 General Budget w/ 2026 YTD

			2024 Budget	2024 EOY	2025 Budget	2025 EOY	2026 Budget	2026 YTD	2027 Budget	COMMENTS
101-		EXPENDITURES	Final Levy 6.5%	EOY Spent	Levy 7.5%	EOY Spent	Levy 5 %	YTD Spent	Prliminary	
41940		General Govt. Buildings/Plant								
	200	Supplies	$800.00	$799.09	$1,000.00	$935.38	**$1,000.00**	**$636.61**	**$1,000.00**	Supplies related to Buildings (lights, furnace, water, flags etc.)
	220	Building Maintenance & Repairs	$3,500.00	$11,664.35	$5,200.00	$4,712.68	**$5,000.00**	**$4,756.94**	**$5,000.00**	2024 High Furnace/Air Replacement 2026 Repair Bridge Light $1,500
	228	Equipment Repairs & Maintenance	$2,000.00	$1,430.59	$2,000.00	$4,043.16	**$3,500.00**	**$1,718.29**	**$2,500.00**	Repairs to Computers, lights, etc. 2024 high meter repair, 2026 - Eyewash Mixer $1.200 & Fire Cabinet $1,600
	321	Communications	$3,500.00	$3,036.02	$3,550.00	$3,532.81	**$4,700.00**	**$2,032.73**	**$3,500.00**	Telephone, Internet, security cameras $1,200 for 2026
	362	Property Insurance	$26,000.00	$26,801.00	$28,500.00	$27,281.00	**$27,000.00**	**$26,305.00**	**$27,000.00**	Insurance for all City Property
	380	Utilities	$11,000.00	$8,087.66	$13,000.00	$13,527.40	**$9,650.00**	**$9,561.08**	**$14,000.00**	Electric & Gas & Solar - approx 5.8% increase 2027
	384	Refuse, Garbage	$2,120.00	$2,255.22	$2,000.00	$2,421.00	**$2,500.00**	**$1,730.70**	**$2,500.00**	City Hall dumpster (split with Fire)
	417	Employee Uniforms	$1,400.00	$1,152.18	$1,400.00	$783.01	**$1,400.00**	**$149.99**	**$1,400.00**	$500/yr non office employees; $200/yr office employees
	439	Janitors	$1,680.00	$1,105.00	$1,800.00	$1,235.00	**$1,300.00**	**$1,300.00**	**$1,600.00**	Janitorial service @ $65 twice monthly
		Total General Govt. Buildings/Plant	**$52,000.00**	**$56,331.11**	**$58,450.00**	**$58,471.44**	**$56,050.00**	**$48,191.34**	**$58,500.00**	
41950		Engineering Professional Services								
	303	Engineering Fees	$8,500.00	$7,685.00	$10,000.00	$6,899.90	**$8,500.00**	**$24,575.78**	**$8,500.00**	
		Total Engineering Services	**$8,500.00**	**$7,685.00**	**$10,000.00**	**$6,899.90**	**$8,500.00**	**$24,575.78**	**$8,500.00**	

*Items in red have gone over budget.

2027 General Budget w/ 2026 YTD

			2024 Budget	2024 EOY	2025 Budget	2025 EOY	2026 Budget	2026 YTD	2027 Budget	COMMENTS
101-		EXPENDITURES	Final Levy 6.5%	EOY Spent	Levy 7.5%	EOY Spent	Final Levy 5%	YTD Spent	Preliminary	
42100		Police Protection Contract								
	310	Other Professional Services	$107,850.00	$107,409.00	$110,334.00	$110,343.96	$119,000.00	$90,799.97	$123,000.00	Includes $5,000 for DC Ambulance
		Total Police Protection Contract	$107,850.00	$107,409.00	$110,334.00	$110,343.96	$119,000.00	$90,799.97	$123,000.00	
42200		Fire Protection								
	101	Salaries	$22,000.00	$20,014.00	$22,000.00	$20,150.00	$22,000.00	$21,737.62	$22,000.00	
	120	Employee Benefits	$1,684.00	$1,531.10	$1,684.00	$1,586.71	$1,684.00	$1,686.49	$1,680.00	Soc Sec, Medicare
	124	Fire Pension Contribution	$4,000.00	$4,000.00	$4,000.00	$4,000.00	$4,000.00	$4,000.00	$4,000.00	
	130	Insurance	$250.00	$0.00	$260.00	$190.00	$0.00	$0.00	$200.00	
	151	Workman's Comp	$7,185.00	$5,769.29	$7,185.00	$4,392.95	$6,000.00	$3,224.39	$6,000.00	
	208	Training, Mileage	$6,000.00	$7,174.52	$6,000.00	$7,520.86	$2,000.00	$2,841.00	$4,000.00	Some is reimbursed by State so we had lowered the amount.
	212	Motor Fuels	$3,000.00	$1,663.71	$3,000.00	$1,955.19	$2,500.00	$1,444.85	$2,500.00	
	217	Operating Supplies	$2,500.00	$2,426.85	$5,000.00	$4,600.52	$3,000.00	$1,562.06	$5,000.00	
	228	Equipment Repair/Maintenance	$10,000.00	$10,374.54	$10,000.00	$15,371.43	$10,300.00	$2,183.57	$10,000.00	
	240	Tools and Minor Equipment	$20,000.00	$18,673.20	$20,000.00	$2,837.59	$20,000.00	$22,262.74	$20,000.00	some turnout gear items, Unused 2025 amount will transfer to 2026
	311	First Responder Train/Equip	$4,000.00	$4,681.05	$6,700.00	$2,086.98	$4,000.00	$843.27	$4,000.00	
	321	Communications	$1,900.00	$1,912.56	$1,800.00	$2,087.28	$2,200.00	$843.27	$2,200.00	
	380	Utilities	$10,000.00	$5,558.79	$10,100.00	$7,850.32	$6,110.00	$6,373.43	$8,300.00	includes rate increase 5.8%
	381	Electric Utilities	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
	384	Refuse, Garbage	$720.00	$778.90	$800.00	$893.17	$850.00	$336.13	$900.00	
	433	Dues and Memberships	$2,000.00	$2,552.50	$2,000.00	$2,322.50	$2,000.00	$1,865.75	$2,500.00	
	437	Other Miscellaneous	$800.00	$4,284.60	$800.00	$4,640.68	$1,500.00	$277.98	$4,800.00	Annual Fitness Exams & Mobile Health Services, Plaques, Etc.
	442	Grant Award Related Expenses	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	Grant Awarded to FD
	570	Capital Outlay	$15,000.00	$12,013.60	$55,000.00	$43,668.84	$15,000.00	$0.00	$15,000.00	Radios were needed 2024 & $40,000 off set by Grant.Unused amount transfers to truck & equipment next year if not used
		Turn Out Gear	$12,500.00	$0.00	$12,500.00	$1,166.95	$6,500.00	$1,932.00	$15,000.00	Unused 2025 amount will transfer to 2027
		Bottle Replacement							$4,000.00	Unused amount transfers to 2027
	701	Transfer to Fire Truck Bond Fund	$0.00	$0.00	$12,500.00	$12,500.00	$12,500.00	$12,500.00	$30,000.00	Transfers to 2026 Truck Fund
		Training & Equipment Grants Received								
	720	Operating Transfers	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
		Total Fire Protection **	$123,539.00	$103,409.21	$181,329.00	$139,821.97	$122,144.00	$85,914.55	$162,080.00	
		** 240 & 570 budget balance carries over to truck/equip fund each year.								
42400		Building Inspections								
	300	Professional Services	$10,000.00	$9,378.05	$7,500.00	$6,435.48	$29,500.00	$5,144.15	$30,000.00	Construction Management Services, increased by $22,000 - Eagle Meadows Housing plans for 2026
		Total Building Inspections	$10,000.00	$9,378.05	$7,500.00	$6,435.48	$29,500.00	$5,144.15	$30,000.00	

*Items in red have gone over budget

2027 General Budget w/ 2026 YTD

			2024 Budget	2024 EOY	2025 Budget	2025 EOY	2026 Budget	2026 YTD	2027 Budget	COMMENTS
101-		EXPENDITURES	Final Levy 6.5%	EOY Spent	Final Levy 7.5%	EOY Spent	Final Levy 5%	YTD Spent	Preliminary	
43100		Streets Department								
	101	Salaries	$47,787.10	$51,133.06	$50,905.21	$50,598.12	$51,347.75	$40,754.66	$51,496.00	
	120	Employee Benefits	$17,262.66	$12,053.51	$17,994.05	$19,038.17	$18,805.25	$15,289.24	$19,834.00	
	151	Workmans Comp	$3,753.00	$3,013.31	$3,760.00	$2,109.39	$3,200.00	$1,560.25	$2,500.00	
	200	Supplies	$1,500.00	$124.76	$1,500.00	$563.90	$500.00	$1,102.17	$600.00	
	208	Training/Mileage	$400.00	$0.00	$400.00	$0.00	$0.00	$0.00	$0.00	
	212	Motor Fuels	$5,500.00	$1,246.61	$5,500.00	$2,972.25	$1,500.00	$975.45	$3,100.00	
	224	Street Maintenance Materials	$9,000.00	$11,023.35	$9,000.00	$5,912.49	$9,000.00	$2,102.98	$9,000.00	
	228	Equipment Repair and Maintenance	$10,000.00	$5,613.79	$5,500.00	$4,493.35	$5,500.00	$3,285.90	$5,500.00	**2027** New Truck Tires $1,450
	229	Safety/OSHA	$1,200.00	$1,454.51	$1,600.00	$994.25	$1,200.00	$1,212.00	$1,200.00	
	230	Capital Lease Expense	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
	240	Tools and Minor Equipment	$1,000.00	$442.26	$1,000.00	$1,212.39	$7,500.00	$66.96	$1,500.00	2026- Side Discharge Spreader $6,800
	303	Engineering Fees	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
	443	FEMA Related Expenses	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
	570	Capital Outlay	$60,000.00	$106,749.23	$116,750.00	$78,592.08	$93,000.00	$95,996.96	$278,600.00	**2024** Crack Seal $25,000, Rd Stripe $10,050, 6th & Main to Blanch $60,700, Brush Cut attachment $10,000. **2026** Crack & Chip Seal & Rd Stripe, $5,000 for Rd Modification by 15 5th St E, **2027** Crack & chip seal $51,700, Rd Stripe $5,000, 8th St W $134,100, Alley Fire Hall $63,100, 5th & 7th Culvert Clean $24,800
	603	Short Term Debt	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
	700	Transfers from other funds	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
		Additional CIP Items								
		Total Streets Department	**$157,402.76**	**$192,854.39**	**$213,909.26**	**$166,486.39**	**$191,553.00**	**$162,346.57**	**$373,330.00**	
43125		Ice and Snow Removal								
	212	Motor Fuels	$3,500.00	$1,409.02	$3,500.00	$803.18	$3,500.00	$968.40	$2,000.00	
	404	Repair/Maintenance Machinery	$3,000.00	$2,329.89	$3,800.00	$1,961.31	$3,000.00	$632.64	$3,000.00	Plow Truck, Grader Maint and Repair Costs
	406	Snow/Ice Removal	$18,000.00	$7,221.63	$16,000.00	$12,022.95	$16,000.00	$8,814.07	$15,000.00	Costs for Snow Removal
	570	Capital outlay	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
		Total Ice and Snow Removal	**$24,500.00**	**$10,960.54**	**$23,300.00**	**$14,787.44**	**$22,500.00**	**$10,415.11**	**$20,000.00**	
43160		Street Lighting								
	381	Electric Utilities	$70,000.00	$17,763.82	$27,000.00	$31,431.19	$26,000.00	$21,707.57	$35,000.00	Warsaw Solar is distributed between funds, street lights are costing more, 5.8% rate increase
		Total Street Lighting	**$70,000.00**	**$17,763.82**	**$27,000.00**	**$31,431.19**	**$26,000.00**	**$21,707.57**	**$35,000.00**	

*Items in red have gone over budget

2027 General Budget w/ 2026 YTD

			2024 Budget	2024 EOY	% of Budget	2025 Budget	2025 EOY	2026 budget	2026 YTD	2027 Budget	COMMENTS
101-		EXPENDITURES	Levy 6.5%	EOY Spent		Levy 7.5%	EOY Spent	Levy 5%	YTD Spent	Preliminary	
45200		Parks & Recreation									
	101	Salaries	$40,190.17	$54,119.78	134.66%	$45,342.73	$56,280.62	**$55,776.75**	**$43,556.81**	**$46,325.00**	Staff Portion Related to Parks, includes seasonal
	120	Employee Benefits	$14,518.33	$14,071.50	96.92%	$13,190.53	$14,706.54	**$15,320.75**	**$11,596.87**	**$15,824.00**	Staff Portion Related to Parks, includes seasonal
	151	Work Comp	$3,364.00	$2,698.45	80.22%	$3,665.00	$2,493.01	**$3,000.00**	**$2,246.16**	**$2,500.00**	
	200	Supplies	$2,200.00	$2,267.57	103.07%	$2,200.00	$2,754.12	**$2,200.00**	**$1,538.00**	**$2,400.00**	Supplies needed for Parks, (TP, Towels, Soap)
	210	Tax & Licensing	$70.00	$38.83	55.47%	$70.00	$159.73	**$160.00**	**$117.00**	**$250.00**	Sales & Use Tax on Shelter & Bandshell Rentals
	212	Fuel	$3,500.00	$3,266.47	93.33%	$3,500.00	$3,216.76	**$3,500.00**	**$3,037.38**	**$3,500.00**	
	401	Repairs and Maintenance Buildings	$6,000.00	$2,413.08	40.22%	$4,000.00	$3,723.28	**$5,000.00**	**$9,121.95**	**$5,000.00**	Maintenance & Supplies to maintain Park Buildings/Ball Fields/Parks; grass seed, weed killer; rock; paint
	404	Repairs and Maintenance Machinery	$5,000.00	$6,391.13	127.82%	$6,000.00	$3,723.28	**$4,000.00**	**$300.57**	**$4,000.00**	Park Equipment, Mowers, Gator, Etc.
	410	Rental	$1,200.00	$1,649.65	137.47%	$1,300.00	$1,603.28	**$1,800.00**	**$1,313.11**	**$1,800.00**	Port a Potty Rental Fees
	430	Miscellaneous - **Joint Powers**	$5,000.00	$5,000.00	100.00%	$5,000.00	$5,000.00	**$5,000.00**	**$5,000.00**	**$5,000.00**	Joint Powers 2026-Reimbursed because not used that year
	437	Other Miscellaneous	$0.00	$0.00	0.00%	$17,925.00	$7,567.50	**$0.00**	**$0.00**	**$0.00**	Muck excavation 7th & Jefferson pond - 2025
	440	Refunds and Reimbursements	$0.00	$0.00	0.00%	$0.00	$0.00	**$100.00**	**$40.00**	**$1,000.00**	Park Shelter Refunds
	443	FEMA Related Expenses	$0.00	$0.00	0.00%	$0.00	$0.00	**$0.00**	**$0.00**	**$0.00**	
	500	Capital Outlay			#VALUE!						
		2025 Park Board Wish List for Budget Included the following items:	$55,212.13	**$92,671.40**		$36,910.63	$42,566.82	**$45,838.21**	**$20,532.13**	**$52,111.00**	**John Deere Lease recorded here as an expense, and then as revenue in the general fund. - Auditors**
		Water Fountain Mantor Field Removed from Budget									**2026 Wish list included:**
		Tractor Lease $4,360.63 (year 4/5)									Hockey Rink $6,250.00
		Hockey/Basketball $6250									Ball Field Rock $3,000
		Tires for Jonh Deer Gator $800									Park Tree Management $6,000
		Rock for Ball Fields $3,000									Community Tree Management $6,000
		Park Tree Management $6000									0-Turn Mower Lease $5,077.58
		Mower $5,000 Lease Instead									John Deer Tractor Lease $4,360.63
		Garbage Cans Benches for Downtown $5500									Mulch $3,500
		Community Tree Mgmt $6000									Misc. Milwaulkee Tools (Electric Chainsaw, Blower, Trimmer) $1,650.00
											Slingerland Playground $4,000
											Kubota lease $6,000
											Any carry over can go to Slingerland Park Playground.
	700	Transfers	$0.00	$5,000.00	0.00%	$0.00	$11,500.00	**$0.00**	**$10,250.00**		Basket Ball/hockey Transfers for 2023,2024,2025 & Slingerland Park
		Total Parks and Recreation	**$136,254.63**	**$189,587.86**	**139.14%**	**$139,103.89**	**$155,294.94**	**$141,695.71**	**$108,649.98**	**$139,710.00**	

2027 Wish List

Park Tree Mgmt $3,000
Comm Tree Mgmt $6,000
Ball Field Rock Biennial --
Mulch-Biennial --
John Deere 0 turn $5077.58
John Deere Garden --
John Deere Gator $5,988.82
Kubota $5,827.68
Auger $1,095
Riverside Play Border $11,622
Riverside Rip Rap $7,500
Singerland Play $6,000

$30,782.13 of 2026 Wish List spent so far

*Items in red have gone over budget

2027 General Budget w/ 2026 YTD

			2024 Budget	2024 EOY	2025 Budget	2025 EOY	2026 Budget	2026 YTD	2027 Budget	COMMENTS
101-		EXPENDITURES	Final Levy 6.5%	EOY Spent	Final Levy 7.5%	EOY Spent	Final Levy 5%	YTD Spent	Preliminary	
46500		EDA								
	101	Salaries	$0.00	$0.00	$0.00	$0.00	**$0.00**	**$0.00**	**$0.00**	
	120	Benefits	$0.00	$0.00	$0.00	$0.00	**$0.00**	**$0.00**	**$0.00**	
	437	Other Miscellaneous	$34,225.00	$27,579.90	$32,725.00	$29,590.88	**$32,725.00**	**$19,017.76**	**$32,725.00**	**2027 Wishlist kept same as 2026**
		2026 EDA Budget includes the following: Approx								
		$400 City Branding								
		$50 Cross-Community Chamber Member								
		$875 Paper and On-Line Brochures								
		$6000 City-Wide Event Support								
		$25,200 Contract with CEDA								
		$200 Misc Items (800#, legal, SHRPA subscription?, etc.								
		SEMMCHRA $10,000 to match Rehab Grant - Small Cities Development					**$10,000.00**	**$10,000.00**		
	720	Operating Transfers	$0.00	$0.00	$0.00	$0.00	**$0.00**	**$0.00**	**$0.00**	
		Total EDA	**$34,225.00**	**$27,579.90**	**$32,725.00**	**$29,590.88**	**$42,725.00**	**$29,017.76**	**$32,725.00**	

101-		EXPENDITURES			
49300		2024 TRANSFERS - AUDITORS			
	701	Transfer to other funds from General after Audit			

2027 General Budget w/ 2026 YTD			Amounts to be levied for in the General Fund							
			2024 Budget	2024 EOY	2025 Budget	2025 EOY	2026 Budget	2026 YTD	2027 Budget	COMMENTS
311-		EXPENDITURES	Final Levy 6.5%	EOY Spent	Final Levy 7.5%	EOY Spent	Final 5%	YTD Spent	Preliminary	
47000		GO Series Bond 2019A								
	601	Debt Srv Bond Principal	$57,500.00	$35,000.00	$57,500.00	**$35,000.00**	**$62,500.00**	**$62,500.00**	**$62,500.00**	$40,000 Streets + $22.500 75% of disposal **$22,500 Moved By Auditor Each Year**
	611	Bond Interest	$23,175.00	$23,175.00	$21,450.00	$21,450.00	**$19,650.00**	**$19,650.00**	**$17,050.29**	$12,450 streets + $7,200 75% of disposal
	620	Fiscal Agents Fees	$495.00	$495.00	$495.00	$495.00	**$495.00**	**$495.00**	**$495.00**	
		Total	**$81,170.00**	**$58,670.00**	**$79,445.00**	**$56,945.00**	**$82,645.00**	**$82,645.00**	**$80,045.29**	
312-		EXPENDITURES								
47000		GO Eqpmt & Util Note 2021A								
	601	Debt Srv Bond Principal	$13,000.00	$13,000.00	$13,000.00	$13,000.00	**$13,000.00**	**$0.00**	**$13,000.00**	plowtruck
	611	Bond Interest	$1,908.00	$1,908.00	$1,674.00	$1,674.00	**$1,440.00**	**$720.00**	**$1,206.00**	plowtruck
		Total	**$14,908.00**	**$14,908.00**	**$14,674.00**	**$14,674.00**	**$14,440.00**	**$720.00**	**$14,206.00**	
313-		EXPENDITURES								
47000		GO Series Bond 2022A								
	611	Bond Interest	$13,405.00	$13,405.00	$12,197.50	$12,197.50	**$10,937.00**	**$10,937.50**	**$9,625.00**	streets
	601	Debt Service Bond Principal	$34,000.00	$34,000.00	$35,000.00	$35,000.00	**$37,000.00**	**$37,000.00**	**$38,000.00**	streets
			$47,405.00	**$47,405.00**	**$47,197.50**	**$47,197.50**	**$47,937.00**	**$47,937.50**	**$47,625.00**	
314-		EXPENDITURES								
47000		GO Series Bond 2024A								
	601	Debt Service Bond Principal	$0.00	$0.00	$0.00	$0.00	**$0.00**	**$0.00**		
	611	Debt Service Bond Interest	$0.00	$0.00	$0.00	$0.00	**$0.00**	**$0.00**		
	620	Fiscal Agent Fees	$0.00	$0.00	$0.00	$495.00	**$0.00**	**$495.00**	**$495.00**	
			$0.00	**$0.00**	**$0.00**	**$495.00**	**$0.00**	**$495.00**	**$495.00**	
			$143,483.00	**$120,983.00**	**$141,316.50**	**$119,311.50**	**$145,022.00**	**$131,797.50**	**$142,371.29**	

2027 General Budget

				2024 Budget	2025 Budget	2026 Budget	2027 Budget	
				$114,500.00	$130,000.00	**$150,000.00**	**$150,000.00**	
401-	**EXPENDITURES**			**Final Levy 6.5%**	**Levy 7.5%**	**Levy 5%**	**Preliminary**	
41000	**Capital Funds**							
	570	**General Capital Projects**		**$0.00**	$68,762.00	**$0.00**	**$ -**	**2025 was Xcel Streetlight HWY 57 Payment**
	701	**Transfers to other funds**		**$61,530.00**	**-$0.43**			
				Used to close 2022 St. work				
			Total Expense	**$61,530.00**	**$68,761.57**	**$0.00**	**$0.00**	

2027 General Preliminary Budget Revenue/Expense

			2024 EOY	2025 Budget	2025 EOY	2026 Budget	2026 YTD	2027 Budget	
TOTAL REVENUES			Final Levy 6.5%	Final Levy 7.5%	Levy 7.5%	Final Levy Set at 5%	Levy 5%	Prliminary	
			$ 1,299,347.13	$ 1,263,576.00	$ 1,251,256.05	$ 1,263,139.00	$ 793,184.54	$ 1,262,740.00	
			Budget Revenue $1,175,696	Budget Revenue $1,263,576	Budget Revenue $1,263,576	Budget revenue $1,263,139	Budget Revenue $1,263,139		
TOTAL EXPENDITURES									
101.41110		Legislative (Mayor/Council)	$ 14,979.81	$ 16,519.00	$ 19,189.39	$ 14,874.00	$ 5,405.02	$ 15,305.00	
101.41410		Elections	$ 3,576.75	$ -	$ -	$ 3,895.00	$ 1,071.95		
101.41500		Financial Administration	$ 111,919.38	$ 114,820.46	$ 116,350.70	$ 120,343.50	$ 84,882.64	$ 122,180.00	
101.41530		Accounting	$ 25,250.00	$ 25,000.00	$ 24,250.00	$ 25,000.00	$ 26,460.00	$ 26,000.00	
101.41550		Assessing	$ 7,431.33	$ 7,400.00	$ 7,318.89	$ 6,750.00	$ 6,610.00	$ 6,750.00	
101.41600		Law/Legal Services	$ 29,240.63	$ 20,000.00	$ 43,216.75	$ 33,000.00	$ 29,691.23	$ 36,000.00	
101.41940		General Govt. Buildings/Plant	$ 56,331.11	$ 58,450.00	$ 58,471.44	$ 56,050.00	$ 48,191.34	$ 58,500.00	
101.41950		Engineering Professional Services	$ 7,685.00	$ 10,000.00	$ 6,899.90	$ 8,500.00	$ 24,575.78	$ 8,500.00	
101.42100		Police Protection Contract	$ 107,409.00	$ 110,334.00	$ 110,343.96	$ 119,000.00	$ 90,799.97	$ 123,000.00	
101.42200		Fire Protection	$ 103,409.21	$ 181,329.00	$ 139,821.97	$ 122,144.00	$ 85,914.55	$ 162,080.00	
101.42400		Building Inspections	$ 9,378.05	$ 7,500.00	$ 6,435.48	$ 29,500.00	$ 5,144.15	$ 30,000.00	
101.43100		Streets Department	$ 192,854.39	$ 213,909.26	$ 166,486.39	$ 191,553.00	$ 162,346.57	$ 373,330.00	Could Change
101.43125		Ice and Snow Removal	$ 10,960.54	$ 23,300.00	$ 14,787.44	$ 22,500.00	$ 10,415.11	$ 20,000.00	
101.43160		Street Lighting	$ 17,763.82	$ 27,000.00	$ 31,431.19	$ 26,000.00	$ 21,707.57	$ 35,000.00	
101.45200		Parks & Recreation	$ 189,587.86	$ 139,103.89	$ 155,294.94	$ 141,695.71	$ 108,649.98	$ 139,710.00	
101.46500		EDA	$ 27,579.90	$ 32,725.00	$ 29,590.88	$ 42,725.00	$ 29,017.76	$ 32,725.00	
311.312.313.314		Other Financing	$ 120,983.00	$ 141,316.50	$ 119,311.50	$ 145,022.00	$ 131,797.50	$ 142,371.29	
401.41000		Capital Funds	$ 61,530.00	$ 130,000.00	$ 68,761.57	$ 150,000.00	$ -	$ 150,000.00	
101.49300		Transfers Out From General Fund - Auditors	$ -						
		TOTAL EXPENDITURES	$ 1,097,869.78	$ 1,258,707.11	$ 1,117,962.39	$ 1,258,552.21	$ 872,681.12	$ 1,481,451.29	
			Budget was $1,172,289.81	Budget Was $1,258,707.21	Budget was $1,258,707.21				
		TOTAL REVENUE LESS TOTAL EXPENSES	$ 201,477.35	$ 4,868.89	$ 133,293.66	$ 4,586.79	$ (79,496.58)	$ (218,711.29)	

3.6% COLA increase would raise salaries by	$9,868 in the General Budget	
would raise benefits by approximately	$2,187 in the General Budget	
General Budget Increase	**Salaries Increase**	**Benefits Inc.**
COLA 3.6%	$9,868.00	$787.00
COLA + 1%	$12,609.00	$1,006.00
COLA + 2%	$14,350.00	$1,145.00

	A	B	C	I	J	K	L	M	N	O	P
1	**2027 Budget Enterprise Fund**										
2	**601 WATER FUND**			**2024 Budget**	**2024 EOY**	**2025 Budget**	**2025 EOY**	**2026 Budget**	**2026 YTD**	**2027 Preliminary**	
3	601-	**REVENUES**									
4	33400	State Grants and Aids		$0.00	$0.00	$0.00	$9,720.96	$0.00	$0.00	$0.00	Well #3 Grant
5	36100	Special Assessments	Certified Outstanding UB Collected	$0.00	$0.00	$0.00	$306.00	$0.00	$0.00	$0.00	
6	36200	Miscellaneous	Bulk Water Sales	$0.00	$22,904.00	$400.00	$7,107.29	$500.00	$0.00	$0.00	High 2025 YTD because Wellhouse Ins. Claim came in
7	36201	Refunds & Reimbursements		$0.00	$0.00	$0.00	$0.00	$0.00	$5,000.00	$0.00	
8	36210	Interest Earnings		$11,000.00	$5,747.85	$5,000.00	$4,056.45	$4,200.00	$1,801.83	$5,500.00	
9	37100	Water Sales		$160,000.00	$167,457.56	$176,600.00	$175,895.21	$176,600.00	$135,141.32	$176,000.00	
10	37150	Water Connect/Reconnect	New Home Connections	$1,228.00	$0.00	$650.00	$97.33	$0.00	$87.09	$0.00	
11	37160	Water Penalty		$1,000.00	$1,934.24	$2,000.00	$2,132.11	$2,000.00	$1,587.46	$2,000.00	
12	37170	MDH Fee (Safe Drinking Water/Service Connection Fee)		$3,600.00	$3,867.27	$3,870.00	$4,000.74	$6,200.00	$4,642.86	$6,200.00	Bills will reflect the 2026 increase. See 601-49400-441
13	37180	Commercial Water Tax		$1,130.00	$1,109.58	$1,300.00	$1,200.53	$1,200.00	$879.25	$1,200.00	
14	38051	Gas Franchise Fee		$11,000.00	$11,205.00	$11,200.00	$14,021.44	$11,240.00	$8,415.06	$11,300.00	
15	38052	Electric Franchise Fee		$12,745.00	$16,147.91	$13,000.00	$12,935.07	$13,000.00	$9,672.85	$12,700.00	
16	39202	Contribution - Enterprise Fund		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
17	39203	Transfer from Other Fund		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
18	39310	Proceeds-Gen Obligation Bonds		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
19											
20		**Total Revenues**		**$201,703.00**	**$230,373.41**	**$214,020.00**	**$231,473.13**	**$214,940.00**	**$167,227.72**	**$214,900.00**	
21											
22											
23	601-	**OPERATING EXPENSES**									
24	49400										
25	101	Salaries	Staff Wages	$39,111.90	$33,965.40	$40,757.22	$44,557.98	$42,847.75	$32,161.70	$40,947.00	
26	120	Benefits	Staff Benefits	$14,128.82	$13,188.16	$15,655.39	$13,364.72	$16,669.00	$11,908.85	$16,528.00	
27	151	Workmans Comp	Staff Ins.	$1,194.00	$1,040.21	$1,500.00	$1,052.54	$1,400.00	$739.62	$1,100.00	
28	200	Supplies		$1,000.00	$260.64	$700.00	$207.37	$700.00	$0.00	$250.00	
29	208	Training/Mileage	Staff Training - New Staff	$1,000.00	$0.00	$1,500.00	$729.42	$1,500.00	$0.00	$900.00	
30	210	Tax & Licensing	Sales and Use Tax Commercial Water	$3,400.00	$3,393.03	$3,700.00	$3,700.21	$3,700.00	$2,795.70	$3,700.00	
31	216	Chemicals	Chemicals for water dept	$10,300.00	$13,408.35	$8,000.00	$11,531.41	$12,000.00	$11,126.83	$13,000.00	
32	220	Bldg. Repair and Maintenance	Tower/Well House	$10,000.00	$2,058.21	$4,500.00	$4,490.74	$4,500.00	$2,879.66	$4,500.00	
33	228	Equipment Repair and Maintenance	Water Meters; Fluoride Mtr	$10,000.00	$53,489.65	$18,000.00	$23,015.90	$15,000.00	$396.70	$15,000.00	**Well Repair 2024**
34	240	Tools & Minor Equipment		$200.00	$0.00	$150.00	$91.64	$150.00	$0.00	$150.00	

	A	B	C	I	J	K	L	M	N	O	P
1	**2027 Budget Enterprise Fund**										
2	**601 WATER FUND**			**2024 Budget**	**2024 EOY**	**2025 Budget**	**2025 EOY**	**2026 Budget**	**2026 YTD**	**2027 Preliminary**	
35	300	Professional Services	Utility Locates, Water Line Repairs, meter calibrations, processing fees for meter program, PSN program	$10,000.00	$41,320.46	$5,600.00	$5,502.24	$38,000.00	$4,328.31	$19,000.00	**High in 2024 because of Water Main Breaks (2024). $19,000for possible breaks**
37	303	Engineering		$0.00	$13.87	$0.00	$11,073.86	$0.00	$19,365.46	$0.00	
38	321	Communications	Tower, well house alarm, fiber line	$700.00	$531.23	$650.00	$779.22	$700.00	$572.64	$800.00	
39	362	Property Insurance	N/A							$0.00	
40	380	Utility Services	Gas/Electric	$2,000.00	$7,245.96	$11,000.00	$8,878.59	$7,600.00	$5,921.99	$8,200.00	
41	405	Depreciation	Auditors Manage This	$0.00	$83,184.00	$0.00	$93,161.00	$0.00	$0.00	$0.00	
42	430	Miscellaneous	Publishing, wtr sample mailings, bills	$1,705.00	$1,246.48	$1,100.00	$1,295.78	$1,100.00	$776.44	$1,100.00	
43	433	Dues and Memberships	MMUA & MRWA	$900.00	$856.00	$790.00	$1,279.00	$900.00	$0.00	$900.00	
44	441	MDH Fee	Paid to State MN; pass thru	$4,000.00	$3,974.74	$3,900.00	$3,992.46	$6,270.00	$4,834.74	$6,270.00	**increased from $9.72 per service line to $15.22 in 2026**
45	570	Capital Outlay	2024 Upgrade Hydrants	$5,000.00	$459.31	$3,000.00	$2,910.32	$13,900.00	$0.00	$3,000.00	**Wiring for generator & Cleaning of Water tower for 2026**
46	601	Debt Service Bond Principal-transfers with fund 311	GO 2019A Water Portion	$25,000.00	$25,000.00	$25,000.00	$25,000.00	$30,000.00	$30,000.00	$30,000.00	
47	601	Debt Service Bond Principal-transfers with fund 312	2021A	$11,000.00	$11,000.00	$12,000.00	$12,000.00	$12,000.00	$12,000.00	$12,000.00	
48	601	Debt Service Bond Principal-Transfers with fund 314	2024A Water Portion	$0.00	$0.00	$23,200.00	$23,200.00	$26,100.00	$26,100.00	$26,100.00	
49	611	Bond Interest-transfers with fund 311	GO 2019A Water Portion	$10,209.00	$10,725.00	$9,975.00	$9,975.00	$8,700.00	$9,150.00	$8,250.00	
50	611	Bond Interest-transfers with fund 312	2021A	$1,746.00	$1,746.00	$1,440.00	$1,548.00	$1,332.00	$1,332.00	$1,224.00	
51	611	Bond Interest-Transfers with fund 314	2024A Water Portion	$0.00	$0.00	$25,363.00	$25,362.76	$18,502.00	$18,502.00	$17,458.00	
52	620	Fiscal Agent Fees		$0.00	$30,930.00	$0.00	$0.00	$0.00	$0.00	$0.00	
53	720	Operating Transfers	Bond Pymt. Tower (Transfer to 308 Refunding Bond 2011A)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
54		**Total Expenses**	**Not including Depreciation**	**$162,594.72**	**$255,852.70**	**$217,480.61**	**$235,539.16**	**$263,570.75**	**$194,892.64**	**$230,377.00**	
55		**Total Revenue Minus Expenses**		**$39,108.28**	**-$25,479.29**	**-$3,460.61**	**-$4,066.03**	**-$48,630.75**	**-$27,664.92**	**-$15,477.00**	
57	***Items in red have gone over budget.**										
59	****	**Rates will need to be raised this year for 2027**									
60	**	Raising 3% will increase revenues by approximately $5,400									
62	****	**COLA of 3.6% will increase wages by $1,564 and benefits by $242**									

2027 Budget Enterprise Fund

602 SEWER FUND			2024 Budget	2024 EOY	2025 Budget	2025 EOY	2026 Budget	2026 YTD	2027 Preliminary	
602-	REVENUES									
33400	State Grant and Aids		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
36100	Special Assessments	Sewer projects	$0.00	$8,949.00	$8,900.00	$9,518.00	$8,949.00	$0.00	$9,158.00	
36200	Miscellaneous Revenue		$0.00	$0.00	$4,800.00	$268,190.73	$0.00	$0.00	$0.00	CSAH Reimbursement from Bigelow Homes
36210	Interest Income		$23,000.00	$30,460.00	$25,000.00	$22,264.14	$17,000.00	$8,823.95	$7,000.00	
37200	Sewer Sales		$298,000.00	$307,355.03	$319,300.00	$319,732.69	$319,000.00	$254,205.08	$319,000.00	
37250	Sewer Connect/Reconnect		$0.00	$17,255.00	$2,640.00	$0.00	$2,640.00	$0.00	$10,556.00	New Homes Relay Lot?
37251	Sewer Connect Chg Cemetery Rd		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
37260	Swr Penalty		$1,200.00	$3,657.11	$3,200.00	$3,805.24	$3,500.00	$2,758.40	$3,300.00	
38051	Gas Franchise Fee		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
38052	Electric Franchise Fee		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
39202	Contribution Enterprise Fund		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
39203	Transfer From other fund	Year 2023 From General Fund; Required PFA Bond Transfer	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
39300	Proceeds-Gen Long Term Debt		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
	Total Revenues		**$322,200.00**	**$367,676.14**	**$363,840.00**	**$623,510.80**	**$351,089.00**	**$265,787.43**	**$349,014.00**	
602-49450-	OPERATING EXPENSES:									
101	Salaries		$45,238.45	$40,670.51	$47,196.74	$51,114.68	$49,431.00	$45,733.08	$47,550.00	
120	Benefits		$16,341.99	$15,652.18	$17,962.13	$15,882.45	$19,080.50	$16,913.37	$19,071.00	
151	Workman's Comp		$1,409.00	$1,228.82	$1,500.00	$1,000.68	$1,000.00	$758.99	$1,000.00	
200	Supplies		$1,000.00	$0.00	$1,000.00	$309.06	$3,600.00	$0.00	$3,000.00	orange degreaser $2600 for 2026
208	Training, Mileage		$1,500.00	$1,136.40	$1,000.00	$803.89	$1,500.00	$0.00	$1,000.00	
210	Tax and Licensing		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
212	Fuel		$3,500.00	$2,294.84	$3,800.00	$1,089.37	$3,500.00	$565.53	$1,300.00	
216	Chemicals		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
220	Building Repair/Maintenance	Repairs/Maint. To bldg/structures related to WW/lift station pumps; grinder pumps	$15,000.00	$14,722.16	$12,000.00	$5,002.62	$12,000.00	$6,938.87	$12,000.00	E1s (2) for 2027
240	Tools Minor Equipment		$500.00	$362.57	$300.00	$138.70	$300.00	$49.45	$300.00	
300	Professional Services	Quality Flow Pump Checks and Meter Calibration; generator, locates, banyon,	$11,000.00	$18,849.24	$11,000.00	$16,370.66	$15,000.00	$6,106.09	$16,000.00	Televise & clean mains $9,500 for 2027
303	Engineering Fees		$5,000.00	$570.00	$5,000.00	$0.01	$5,000.00	$24,170.38	$5,000.00	High Because of CSAH Lift Station 2026
304	Legal Fees		$0.00	$0.00	$0.00	$122.40	$0.00	$0.00	$0.00	
321	Communications	Alarm Line; WWTP, Lift station	$870.00	$794.46	$950.00	$948.44	$950.00	$585.28	$950.00	
362	Property Insurance		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
380	Utility Services	Gas/Electric to run lift stations	$3,000.00	$9,900.67	$17,500.00	$5,299.38	$10,600.00	$4,082.61	$7,000.00	
405	**Depreciation**	**Auditors Handle This**	**$0.00**	**$0.00**	**$0.00**	**$131,670.00**	**$0.00**	**$0.00**	**$0.00**	
433	Dues and Memberships	LMC Yearly	$300.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
437	Other Miscellaneous	UB Bill mailings, etc	$2,950.00	$1,583.87	$1,200.00	$2,578.86	$2,000.00	$1,628.17	$2,000.00	
442	Grant Award Related Expense		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
530	Construction		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	

2027 Budget Enterprise Fund

602 SEWER FUND			2024 Budget	2024 EOY	2025 Budget	2025 EOY	2026 Budget	2026 YTD	2027 Preliminary	
570	Capital Outlay		$10,500.00	$2,472.77	$23,095.00	$34,077.53	$10,500.00	$11,651.80	$15,000.00	2025 Televising Sewer Mains, Replace Grinder Pump & Impellers, dewatering
585	Kasson WW Processing Fee		$95,000.00	$95,914.00	$85,000.00	$105,875.00	$100,000.00	$55,613.00	$116,000.00	
601	Debt Service Bond Principal	PFA with Kasson	$35,200.00	$35,384.55	$35,270.00	$35,261.56	$35,352.02	$0.00	$31,147.20	
601	Debt Service Bond Principal-transfers with fund 311	2019A Sewer Portion	$7,500.00	$7,500.00	$7,500.00	$7,500.00	$7,500.00	$7,500.00	$7,500.00	
601	Debt Service Bond Principal-Transfers with fund 314	2024A Sewer Portion	$0.00	$33,013.55	$2,800.00	$5,171.42	$3,150.00	$3,150.00	$3,150.00	
605	Clean Water SRF Bond	2010 PFA Principal	$14,000.00	$13,000.00	$14,000.00	$13,000.00	$13,000.00	$13,000.00	$13,000.00	
608	PFA WW Connection Bond - Transfers with fund 310	2017 PFA Principal	$23,000.00	$23,000.00	$24,000.00	$24,000.00	$24,000.00	$24,000.00	$24,000.00	
611	Bond Interest - Transfers with fund 310	2017 PFA	$3,480.00	$3,480.00	$3,250.00	$3,250.00	$3,010.00	$3,010.00	$2,770.00	
611	Bond Interest	2010 PFA	$1,816.00	$1,750.19	$1,438.00	$1,517.64	$1,283.38	$1,283.38	$1,059.44	
611	Bond Interest-transfers with fund 311	2019A Sewer Portion	$3,000.00	$2,850.00	$2,625.00	$2,625.00	$2,400.00	$2,400.00	$2,900.00	
611	Bond Interest-Transfers with fund 314	2024A Sewer Portion	$0.00	$0.00	$3,062.00	$3,061.03	$2,233.00	$2,233.00	$2,107.00	
611	Debt Service Bond Interest	PFA with Kasson							$4,074.12	
611	Debt Service Bond Interest	2026A							$11,088.00	
620	Fiscal Agent Fees		$0.00	$3,733.00	$0.00	$0.00	$0.00	$0.00	$0.00	
	To book other government catch up payment to City		$0.00	$2,371.00	$0.00	$0.00	$0.00	$0.00	$0.00	
	To allocate debt interest		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
720	Operating Transfers		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
998	Asset Disposal Loss		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
999	Asset Retirement								$0.00	
	Total Expenditures	Not including Depreciation	**$301,105.44**	**$332,234.78**	**$322,448.87**	**$336,000.38**	**$326,389.90**	**$231,373.00**	**$349,966.76**	
	Total Revenue Minus Expenses		**$21,094.56**	**$35,441.36**	**$41,391.13**	**$287,510.42**	**$24,699.10**	**$34,414.43**	**-$952.76**	2025 High because of lift station payment from Bigelow Homes

*Items in red have gone over budget.

**** COLA of 3.6% would increase salaries by $1,801.67 and benefits by $278.90

** Raisng rates by 3% will increase revenue by approximately $9,700.

New kasson Debt and New Bond payments will increase expenses by approximately $120,000. Mike Bubany will be talking about this.

2027 Budget Special Revenue Fund

603 RV FUND			2024 Budget	2024 EOY	2025 Budget	2025 EOY	2026 Budget	2026 YTD	2027 Preliminary	
603-	**REVENUES**									
34000	Charges for Services	Misc Rev & Donation Boxes	$22,000.00	$22,246.40	$24,000.00	$26,670.17	$24,000.00	$30,781.98	$30,500.00	
36200	Miscellaneous		$0.00	$0.00	$0.00	$186.58	$0.00	$0.00	$0.00	
36210	Interest Earnings		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
	Total Revenues		**$22,000.00**	**$22,246.40**	**$24,000.00**	**$26,462.17**	**$24,000.00**	**$30,781.98**	**$30,500.00**	
603-45183-	**OPERATING EXPENSES**									
101	Salaries		$4,141.55	$1,811.96	$4,009.00	$8,882.93	$4,805.75	$3,524.86	$12,484.00	
120	Benefits		$1,496.09	$863.33	$1,926.60	$1,182.13	$2,141.75	$1,531.65	$5,735.00	
210	Tax and Licensing/Res Nexus	Sales/Use, License Renew	$3,000.00	$4,060.73	$2,900.00	$3,671.00	$4,000.00	$2,468.75	$4,000.00	
381	Electric Utilities		$900.00	$1,518.09	$1,500.00	$1,980.17	$1,750.00	$2,667.00	$2,700.00	
384	Refuse/Garbage Disposal		$0.00	$458.88	$560.00	$563.52	$700.00	$146.22	$600.00	
400	Repairs and Maintenance		$10,000.00	$406.84	$6,000.00	$37.99	$6,000.00	$7,714.00	$10,300.00	**2026** Hydrant Patch, 2027 Rip Rap $7,500
410	Rentals	Port a Potty Rental	$475.00	$590.15	$600.00	$499.40	$600.00	$395.00	$550.00	
440	Refunds and Reimbursements		$500.00	$214.20	$500.00	$767.95	$600.00	$542.34	$600.00	
720	Operating Transfers									
	Total Expenses		**$20,512.64**	**$9,924.18**	**$17,995.60**	**$17,585.09**	**$20,597.50**	**$18,989.82**	**$36,969.00**	
Total Revenue Minus Expenses			**$1,487.36**	**$12,322.22**	**$6,004.40**	**$8,877.08**	**$3,402.50**	**$11,792.16**	**-$6,469.00**	

***Items in red have gone over budget.**

****** COLA of 3.6% would increase salaries by $270 and benefits by $42**

2027 Budget Enterprise Fund Budget

604 STORM SEWER FUND			2024 Budget	2024 EOY	2025 Budget	2025 EOY	2026 Budget	2026 YTD	2027 Preliminary	
604-	**REVENUES**									
36100	Special Assessments		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
36210	Interest Earnings		$3,000.00	$4,351.51	$4,900.00	$3,180.61	$2,414.00	$1,413.54	$2,500.00	
37500	Storm Sewer Charge Collections		$18,000.00	$17,968.45	$18,000.00	$24,534.48	$24,800.00	$18,410.43	$24,800.00	
37560	Storm Sewer Penalty		$0.00	$83.12	$0.00	$526.87	$700.00	$193.26	$250.00	
39201	Transfer from General Fund		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
	Total Revenues		**$21,000.00**	**$22,403.08**	**$22,900.00**	**$28,241.96**	**$27,914.00**	**$20,017.23**	**$27,550.00**	
604-43150-	**OPERATING EXPENSES**									
300	Professional Services	Rip Rap, Storm Drainage Cleaning; $500 each time	$1,500.00	$0.00	$0.00	$0.00	$600.00	$6.97	$100.00	
303	Engineering		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
352	Publishing	UB Bills, etc.	$164.00	$315.32	$285.00	$307.65	$350.00	$100.18	$150.00	
400	Repairs/Maint		$0.00	$14,470.00	$0.00	$0.00	$0.00	$0.00	$0.00	Clay St Flooding 2024
440	Refunds/Reimbursements		$0.00	$6.00	$6.00	$4.00	$0.00	$0.00	$0.00	
601	Bond Principal 2024A-Transfers with fund 314		$0.00	$0.00	$14,000.00	$14,000.00	$15,750.00	$15,750.00	$15,750.00	
611	Bond Interest 2024A-Transfers with fund 314		$0.00	$7,945.00	$15,305.00	$10,989.11	$11,165.00	$11,165.00	$10,535.00	
620	Fiscal Agent Fees 2024A		$0.00	$18,664.00	$0.00	$0.00	$0.00	$0.00	$0.00	
700	Transfers from Other Funds		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
	Total Expenses		**$1,664.00**	**$41,400.32**	**$29,596.00**	**$25,300.76**	**$27,865.00**	**$27,022.15**	**$26,535.00**	
	Total Revenue Minus Expenses		**$19,336.00**	**-$18,997.24**	**-$6,696.00**	**$2,941.20**	**$49.00**	**-$7,004.92**	**$1,015.00**	

***Items in red have gone over budget.**