

**City of Mantorville
Regular City Council Minutes
March 25, 2024**



1. Call to Order

Councilmember Ingalls called the meeting to order at 6:30pm.

Present:

Councilmembers:

Lyle Hoaglund
Jeffrey Ingalls
Henry Blair
Lynette Nash

Absent:

Mayor Bradford

Others Present:

City Clerk-Treasurer Gretchen Lohrbach
Public Works Lead Joe Adams
Public Works Wade Schroeder
City Engineer Scott Huneke-WHKS
City Finance Consultant Mike Bubany-David Drown & Associates

2. Pledge of Allegiance

Everyone stood and recited the Pledge of Allegiance.

3. Changes to the Agenda

City Clerk Gretchen Lohrbach asked to add a discussion of Committee Assignments under Old Business.

Councilmember Hoaglund motioned and Councilmember Blair seconded to add this item to Old Business.

Motion Carried: 4 ayes / 0 nays

4. Consent Agenda

Motion was made by Councilmember Blair and seconded by Councilmember Hoaglund to approve the Consent Agenda, as presented:

- A. Accounts Payable – Warrant List 3.25.24
- B. Resolution 2024-07 Approving a Lease for Lawful Gambling Activity for the Mantorville Restoration Association

C. Resolution 2024-08 Approving a Premises Permit for the Mantorville Restoration Association

Motion carried: 4 ayes / 0 nays

5. Proclamations, Presentations and Recognitions

Mike Bubany from Davis Drown and Associates discussed the competitive sale results for the General Obligation Utility Revenue Bonds 2024A.

Bubany and City Clerk Lohrbach had a call with Standard and Poors to secure our rating for the sale. Our rating stayed at AA-, which is very good. The only thing of note is that Lohrbach will begin giving Council the City Financials every month to keep our management practices favorable with this rating.

We also received a score of AA-/AAA from the Minnesota Public Facilities Authority Credit Enhancement Program.

We want 3-5 bids for a public sale and we received 4.

The low bidder was Robert W. Baird & Co., Inc.

The sale closes April 15, 2024

Councilmember Blair moved and Councilmember Hoaglund seconded to approve Resolution 2024-09, a Resolution Providing for the Issuance and Sale of \$860,000 General Obligation Utility Revenue Bonds, Series 2024A and Pledging for the Security Thereof Net Revenues.

Motion Carried: 4 ayes / 0 nays

6. Public Concerns

City Clerk Lohrbach brought up a concern that a resident had about cars and school busses not stopping at the Stop Sign on the Southwest corner of Clay Street and 4th Street.

Councilmember Hoaglund said he had also received a complaint about this also.

Council advised City Clerk Lohrbach to reach out to the Sheriff's Department and the Transportation Director at the school, also to bcc: the Schoolboard, to make all aware of this issue.

This will be on the agenda for the next meeting to review what we have for responses.

7. Public Safety Update – No Items

8. Public Hearings – No Items

9. Old Business/New Business

A. New Business

1. Koreen Seim with the Mantorville Saloon would like to hold a benefit for Greg Rud on May 4th. They will be setting up a 75 ft tent in the parking lot with a food truck and would like to close the alley in the back during the benefit. Customers will be allowed to park at the Relay Lot during the benefit. The fire department will be loaning them tables and chairs. They will also be serving alcohol outside on their property from 10:00am – close on May 4th.

Councilmember Blair moved and Councilmember Nash seconded to close the alley behind the Saloon from noon May 3rd – noon May 5th.

Motion Carried: 4 ayes / 0 nays

2. The City advised City Clerk Lohrbach to comment on the proposed Castner Variance to the North of town, in Mantorville Township, that the City supports it because it would be in line with any future development plans of the City.

3. Scott Huneke with WHKS discussed several ongoing projects

- Huneke gave an update on Eagle Meadows Plat approval and the lift station to be constructed to serve this annexation and the Wilcox annexation South of it.

The City will pay for 25% and the Developer will reimburse the City 75% of the cost. The lift station will cost approximately \$230,000.00 and they would like to begin this summer.

Huneke is looking for the City to approve the Professional Services Agreement with WHKS so that they can begin design and construction engineering for the project.

Councilmember Blair motioned and Councilmember Hoaglund seconded to enter into the Professional Services Agreement with WHKS to begin design and construction engineering for the Eagle Meadows lift station.

Motion Carried: 4 ayes / 0 nays

Huneke will work with Lohrbach on getting the developer agreement put together.

- Huneke spoke briefly about the HWY 57 meeting with business owners, the construction company- Elcor, and the Mantorville Chamber of Commerce that was held on March 8th at the Hubbell House. MNDOT approved a bypass across the park so that the intersection will only need to be closed to semi trucks. Elcor is also okay with doing only half of the bridge at a time.

They are hoping to have the Pre-Construction Meeting on March 27th. The public meeting will be held about a week after that.

- Huneke said that WHKS has a concept for the Riverside Park Band Shell put together. He will bring this to the park board meeting tomorrow night at 6:30pm.
- Councilmember Blair moved and Councilmember Nash seconded to take Tabled item 11D, Dave Thompson – Sewer Repair off the table.

Motion carried: 4 ayes / 0 nays

Huneke said the sewer main is the public portion owned by the City and anything after the “T” is the private portion. The “T” was not involved with this break. The break occurred 6 ft away from it.

The Council has empathy, but this and similar situations have happened to other residents who had to pay for the work themselves.

Councilmember Hoaglund moved and Councilmember Nash seconded to deny the request for the City to pay for the sewer repairs at 209 5th Street West.

Motion Carried: 4 ayes / 0 nays

City Clerk Lohrbach will send a letter with the Council’s decision.

B. Old Business

Committee Assignments were discussed. The City will post about possible quorums at events and HWY 57 and other meetings.

10. Tabled Items

A. Annual Review of Council Bylaws, Policies, and Procedures

B. Master Fee schedule

Councilmember Nash moved and Councilmember Blair seconded to take this item off the table.

Motion Carried: 4 ayes / 0 nays

City Clerk Lohrbach will add the building inspection lump sum fees into our fee schedule and type it all up for the next meeting.

Councilmember Hoaglund moved and Councilmember Blair seconded to put this item back on the table.

Motion Carried: 4 ayes / 0 nays

C. Informational Brochures for the HWY 57 Project

11. Reports

A. Public Works Report

B. City Clerk Report

- 1) Auditors are now coming April 17-18.
- 2) The Local Board of Appeal and Equalization meeting is April 22 at 6:00pm in Council Chambers
- 3) The SEMMCHRA Small Cities Development Program Grant Application Public Hearing is on April 8th during the Council Regular Meeting in Council Chambers

C. Consultant Report

D. Committee Reports

- 1) Chamber – Easter Egg Hunt is March 30th. The Expo last weekend was well attended
- 2) Economic Development Authority – Next meeting is April 2nd.
- 3) Finance/Budget
- 4) Fire Department – Fire Chief Harbaugh updated Council last week
- 5) Infrastructure
- 6) Kasson Mantorville Joint Powers
- 7) Mantorville Restoration Association – Will be doing charitable gambling again with the Mantorville Saloon.
- 8) Park Board – Meets tomorrow, March 26th
- 9) Personnel
- 10) Fire Relief
- 11) Township

E. Councilmember Reports

F. Mayor's Report

12. Adjourn

Motion to adjourn made by Councilmember Hoaglund and seconded by Councilmember Blair:

Motion carried: 4 ayes / 0 nays. Meeting adjourned at 8:20pm.