

City of Mantorville
Regular City Council Minutes
February 26, 2024



1. **Call to Order**

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

Present: Councilmembers:
Lyle Hoaglund
Jeffrey Ingalls
Henry Blair

Absent: Mayor Chuck Bradford

Others Present: City Clerk-Treasurer Gretchen Lohrbach
Public Works Lead Joe Adams
Public Works Wade Schroeder

2. **Pledge of Allegiance**

Everyone stood and recited the Pledge of Allegiance.

3. **Changes to the Agenda**

No changes were made.

4. **Consent Agenda**

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

- A. Regular City Council Meeting Minutes of February 12, 2024
- B. Regular Meeting Draft Minutes of County Commissioners of January 23, 2024
- C. Fire Department Meeting Minutes of February 2024
- D. Warrant List-Accounts Payable 12.26.24
- E. Warrant List-Accounts Payable of 2023
- F. Resolution Number 2024-05 Election Judges to be approved for 2024 Presidential Primary Election on March 5, 2024
- G. Agreement of Acceptance from Compeer for a \$5000 Grant for Flood Modeling at the Riverside Park Bandshell Project
- H. Resolution 2024-06 Acceptance of a grant from Minnesota Energy Resources for \$10,000 to be used for Denneson Park

Motion carried: 3 ayes / 0 nays

5. **Proclamations, Presentations and Recognitions-No Items**

6. Public Concerns-No Items

7. Public Safety Update – No Items

8. Public Hearings – No Items

9. Old Business/New Business

A. New Business

1. Johannes Marsland – Identifying community needs and challenges and ideas for worship service.
 - a. Johannes Marsland introduced himself, stating he lives at 703 South Fork Place in Kasson MN. He has been in Kasson since 2010. Marsland originally moved to start a church in Kasson. He is now wishing to start a new church in Mantorville. He spoke with Mayor Bradford regarding community needs. Johannes would like to ask the rest of the council what they think the Mantorville Community needs.
 - b. When Marsland started a church in 2010, he started a Missional Community. This differs from traditional churches in that they focus community prior to building up a worship service. In Kasson, Marsland started a Christian school, which originally began in Mantorville. Marsland has also started a Women’s and a Hispanic Ministry. In Dodge Center, he has also started a Multi Denominational outdoor gathering.
 - c. When Marsland spoke with Mayor Bradford, the mayor presented two needs; a need for child care and a need for a family event center.
 - d. Marsland asked the council for their input regarding community needs or challenges. Councilmember Ingalls said he thinks it would be good for the community if Mantorville did have a church. He also stated there is a need for an event center.
 - e. Councilmember Hoaglund said he hears a lot about the need for an event center, but he thinks the need for affordable housing is a greater. Councilmember Hoaglund said there are no renting options in Mantorville currently; getting affordable housing in Mantorville could give Marsland more members for a future church.
 - f. Marsland said he has interest in creating a community with a central hub for major services such as laundry, large kitchen, entertainment. They would also have their own personal space in a “tiny home”. Marsland said the State of Minnesota enacted legislation allowing religious communities to bring tiny homes onto a property. This would allow the religious community to bring low-income residents to the home. This is only allowed with a 1 to 2 ratio of intentional neighbor’s vs low income. Johannes is actively looking for a location for this plan.
 - g. Councilmember Hoaglund states he isn’t sure of a location in city limits that would be large enough for a plan like this.
 - h. Councilmember Ingalls directs Johannes towards Laura Qualey, CEDA contact and EDA contact, regarding community needs.

- i. Johannes states in March they are still exploring community needs but in April he would like to have a community BBQ in the Park. This would be a way for him to meet and speak with the community of Mantorville regarding community needs. He states he has a young couple who has indicated a commitment for a day care in Mantorville once they find a location. One location he was looking at was the old church in Mantorville but due to regulations this might be harder to achieve. In May he is looking to start worship events or preview events. This would be a public event he would rent the pavilion in the park for this. He will be addressing the tiny home community in May. These homes would not need to be connected to water/sewer.
 - j. Councilmember Ingalls asked if the old church is in the historic district. City Clerk-Treasurer responded it isn't in the historic district but it might be labeled a historic building. Councilmember Ingalls states Mantorville is always looking to preserve historic buildings. This might allow Johannes to get some financial assistance for this building. Councilmember Hoaglund invited Johannes to the next MRA meeting to discuss further.
 - k. Johannes continued that his plans for June include getting the daycare facility up and running if everything goes according to plan. Johannes will start looking for a place for preview services prior to July. In August he is hoping to have his first preview service in Mantorville. He will be promoting this at the County Fair.
 - l. Johannes states he is not a denominational person while he values his domination, he is open to hosting any domination the community of Mantorville is asking for.
2. Xcel Guidelines for decorating city street lights
 - a. Councilmember Ingalls asked for confirmation if this agreement has been signed. City Clerk Gretchen Lohrbach confirmed this agreement has been signed. She confirmed we have been approved for the heaviest load that can be put on lights. Anything that would be submitted would most likely be approved. She further clarified that the city would only need to contact Xcel if we were wiring anything into the poles. But we don't need to contact Xcel if we are plugging decorations into the pole.
 - b. Councilmember Ingalls asked if we had any additional brackets for the lights in case of damage. Public Works Lead Joe Adams confirmed he does not have extra but he isn't concerned with getting more. Councilmember Hoaglund stated once the decorations are up the brackets won't be noticed anymore. Councilmember Ingalls asked if Adams has a cheat sheet for decorations once everything has been completed. Adams says Mantorville didn't budget for decorations for this year. He isn't sure if the city could afford to purchase Christmas lights this year.
 - c. Councilmember Hoaglund would like to form a Christmas Decorations Committee, Councilmember Ingalls asked if that is the job of the MRA. Councilmember Hoaglund stated the council should get a recommendation from a committee prior to the council purchasing decorations.

- d. Adams would like to be part of a decorating committee to confirm he would be able to handle any decorations picked.
- e. Councilmember Ingalls asked if Councilmember Hoaglund could ask the MRA if they would be interested in getting decorations.

10. Tabled Items

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

- 1) City Clerk Lohrbach requested keeping item tabled until Mayor returns.

B. Master Fee schedule

- 1) Motion was made by Councilmember Blair and seconded by Councilmember Hoaglund to remove the Master Fee Schedule from tabled items to discuss tonight:

Motion carried: 3 ayes / 0 nays

- 2) Councilmember Hoaglund asked if discussing this needs a public hearing. City Clerk Lohrbach states we do not as the resolution for the master fee schedule was written stating it changes from time to time.
- 3) Lohrbach said she spoke with Tom Wieners from WSE Massey regarding pricing. He said pricing doesn't go into effect until April 1, 2024. She would like the council to wait on the Master Fee Schedule until the lump sum fees from WSE Massey have been added.
- 4) Councilmember Ingalls asked if the utility rates shown are the current rates that need to be updated on the fee schedule. Lohrbach confirmed these are the updated rates that have already taken effect.
- 5) Councilmember Blair asked regarding fire department late fees when they are considered late. Lohrbach answered this needs to be decided by the Fire Department and Council. There have been issues with people not paying for months at a time. Lohrbach said that people have reached out discussing timeline with insurance in the past and that we can work with them on extensions. Councilmembers Blair and Councilmember Ingalls stated they can understand a later time frame as that could have been a traumatic experience for a person in addition to waiting on insurance. Lohrbach said she would send out a few reminders prior to adding a late fee.
- 6) Councilmember Blair asked Lohrbach to reach out to the City Insurance provider to get a reasonable time line for insurance payout. Councilmember Ingalls stated that would be a great idea.
- 7) Councilmember Ingalls said we should put the actual cost on the fee schedule for building permits. Lohrbach states the city has to go with the lump sum schedule from WSE Massey as the contract has been signed.
- 8) Councilmember Ingalls asked if there is still a need to have CD on the fee schedule. Lohrbach confirms there are people that still ask for audio recording, but she is requesting to change the verbiage to a flash drive instead.
- 9) Motion made by Councilmember Blair and seconded but Councilmember Hoaglund to table Master Fee Schedule pending more information:

Motion carried: 3 ayes / 0 nays

C. Development of informational brochures for the HWY 57 Project

- 1) Councilmember Hoaglund stated it is premature to discuss until the preconstruction meeting. Lohrbach stated WHKS is planning on making a brochure for the project.

11. Reports

A. Public Works Report

- 1) Public Works Lead Adams said he got pricing on the broom for the John Deere. He reached out to John Deere in Wanamingo, Northland Farms, and Tri-State Bob Cat for pricing. Northland Farms could provide a 60in broom. They do not offer 72in. They only offer rear mount, but Adams is looking for a front mount. Tri-State Bob Cat stated John Deere has a patent on their brooms. They informed Adams to stick to John Deere products as it would be best. Councilmember Hoaglund asked how much the John Deere brand would be. Adams stated he budgeted \$7,250.00 while the quote came out at \$7,400.00. Councilmember Ingalls asked if any other brands had quotes. Adams said the other places didn't have anything they could offer.
- 2) Motion made by Councilmember Blair and seconded by Councilmember Hoaglund to approve the cost of \$7,400.00 for a new John Deere broom.:

Motion carried: 3 ayes / 0 nays

- 3) Adams said he wants to order the garbage cans for the parks for \$1,356.00 for two. He would like to move forward purchasing these if the cost is equal to or less than \$1,356.00. These would be for Denneson and Riverside.
- 4) Motion made by Councilmember Hoaglund and seconded by Councilmember Blair to approve the cost and purchase of the garbage cans:

Motion carried: 3 ayes / 0 nays

- 5) Adams said he also needs a new sprayer for the John Deere. This price would be \$650.00. As this is the second sprayer he is replacing, he is looking for a different style. This was a budgeted item.
- 6) Motion was made by Councilmember Hoaglund and seconded by Councilmember Blair to approve the purchase of a new sprayer for the John Deere:

Motion carried: 3 ayes / 0 nays

- 7) Adams is requesting \$800.00 for a new tire swing for Riverside Park. This was a budgeted item. This swing has not been replaced since Joe Adams started employment. The tire is starting to crack.
- 8) Motion was made by Councilmember Blair and seconded by Councilmember Hoaglund to purchase a new tire swing for Riverside Park:

Motion carried: 3 ayes / 0 nays

- 9) Adams and his team have removed 32 ash trees and 3 box elder trees. He said there are 6 more that will require a contractor to remove. He also removed 14 near the treatment plant. Councilmember Hoaglund asked if Boyum will be removing city owned trees. Adams stated there is a current bid for removing city trees. Adams said there is another possible 25 trees he will be removing next winter. He received a burn permit to burn a lot of the trees in the park.
- 10) Adams said there was a sewer lateral that broke on 5th St. This should be the homeowner's responsibility as the City's responsibility ends at the sewer main. This line was broken in three different spots. This repair would be over \$20,000.
- 11) Councilmember Ingalls asked if cracks on the road are caused by the warmer weather. Adams stated we have actually seen less, but he is going to do crack sealing this year.

B. City Clerk Report

- 1) Scott Huneke reached out to Terry Eckstein about the Chamber holding their next meeting at the Council Chambers. Huneke said the Chamber would let their members know about this meeting.

C. Consultant Report – No Items

D. Committee Reports

- 1) Chamber
 - Councilmember Hoaglund said there was discussion regarding upcoming events. The next event is the Easter Egg Hunt. This is March 30, 2024. City Clerk Lohrbach will make sure this is advertised on the March water bills
- 2) Economic Development Authority – No Items
- 3) Finance/Budget – No Items
- 4) Fire Department – No Items
- 5) Infrastructure – No Items
- 6) Kasson Mantorville Joint Powers
 - Joe Adams updated Joint Powers regarding no new grants for hockey/basketball. Adams informed them about redoing Mantor Field.
- 7) Mantorville Restoration Association
 - Mulligan Stew on March 14, 2024. This will be advertised on the March water bills.
- 8) Park Board – Meets in March
- 9) Personnel – No Items
- 10) Fire Relief -No Items
- 11) Township – No Items

E. Councilmember Reports – No Items

F. Mayor's Report – No Items

12. Adjourn

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

Motion carried: 3 ayes / 0 nays. Meeting adjourned at 7:30pm.