



Trail to the Past. Road to the Future.

REGULAR CITY COUNCIL MEETING

MANTORVILLE CITY COUNCIL CHAMBERS

21 5TH STREET E, MANTORVILLE, MN 55955

Monday, May 20, 2024

6:30 PM

1. Call to Order

2. Pledge of Allegiance

3. Adopt the Agenda

4. Consent Agenda *

A. Accounts Payable-Warrant List 5.20.24

B. County Commissioners Regular Meeting Minutes 4.23.24

C. Application and Permit for a 1 Day Temporary Consumption and Display Permit for the Mantorville Restoration Association, Resolution 2024-12 *

5. Proclamations, Presentations and Recognitions – No Items

6. Public Concerns

Individuals may address the City Council about any item not included on the regular agenda. Speakers are requested to come to the podium and state their name and address for the Clerk's audio and written record. Each individual has 5 minutes. 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

A. A Public Hearing for an Ordinance (2024-02) Amending Subsection 150.025(D) of the Code of Ordinances of the City of Mantorville Regarding Detached Accessory Structures. This will increase the accessory dwelling limit of 1,400 square feet to 1,600 on properties greater than 2 acres.

B. A Public Hearing for a Variance of Mantorville City Code, 150.024(D) to provide for an accessory structure of 1,600 square feet; larger than the allowed 1,400 square feet.

9. New Business/Old Business – No Items

10. Tabled Items

A. Quotes for garbage removal for the City through the rest of 2024.

B. Pitney Bowes lease agreement expiring in July 2024.

11. Reports

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

12. Executive Session –No Items

13. Adjourn *

<i>Upcoming Meetings and Events in Mantorville:</i>		
Wednesdays at 2:00pm – Weekly HWY 57 Community Q&A at County Seat Coffeehouse		
<i>May 27, 2024</i>	<i>City Offices Closed</i>	<i>Memorial Day Holiday</i>
<i>May 28, 2024</i>	<i>6:30pm</i>	<i>Monthly Parks and Recreation Meeting</i>
<i>June 4, 2024</i>	<i>6:25pm</i>	<i>Mantorville Economic and Development Authority Monthly Meeting</i>
<i>June 8, 2024</i>		<i>Cemetery Walk-Through History</i>
<i>June 10, 2024</i>	<i>6:30pm</i>	<i>Mantorville City Council Regular Meeting</i>
<i>June 19, 2024</i>	<i>City Offices Closed</i>	<i>Juneteenth Holiday</i>
<i>June 24, 2024</i>	<i>6:30pm</i>	<i>Mantorville City Council Regular Meeting</i>
<i>June 25, 2024</i>	<i>6:30pm</i>	<i>Monthly Parks and Recreation Meeting</i>
<i>Notice of Possible Quorum - Members of the City Council and other Boards may be in attendance at all meetings and community events in Mantorville</i>		

* Indicates Council Action Items

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Payments

Current Period: May 2024

Payments Batch 051524PAY		\$67,216.23	
Refer	0 AFLAC	-	
Cash Payment	G 101-21710 AFLAC	Insurance	\$33.12
Invoice	897604 5/20/2024		
Transaction Date	5/15/2024	MBT Bank Checking 10100	Total \$33.12
Refer	0 AMAZON	Ck# 006178 5/20/2024	
Cash Payment	E 101-41500-200 Supplies	Binders, Dividers, Stamp	\$43.62
Invoice	4.30.24 5/20/2024		
Transaction Date	5/15/2024	MBT Bank Checking 10100	Total \$43.62
Refer	0 BECKLEYS OFFICE PRODUCTS	-	
Cash Payment	E 101-41500-300 Professional Srvs (GEN	Shredding	\$44.50
Invoice	103196 5/20/2024		
Transaction Date	5/15/2024	MBT Bank Checking 10100	Total \$44.50
Refer	0 CITY OF KASSON	-	
Cash Payment	E 602-49450-585 Kasson WW Processing	1st qtr 2024	\$23,856.00
Invoice	5.6.24 5/20/2024		
Transaction Date	5/15/2024	MBT Bank Checking 10100	Total \$23,856.00
Refer	0 DALCO	-	
Cash Payment	E 101-42200-217 Other Operating Supplie	TP	\$93.04
Invoice	4228966 5/20/2024		
Transaction Date	5/15/2024	MBT Bank Checking 10100	Total \$93.04
Refer	0 DELTA DENTAL	-	
Cash Payment	G 101-21708 Dental Insurance	Ins for June	\$164.60
Invoice	ris0005734870 5/20/2024		
Transaction Date	5/15/2024	MBT Bank Checking 10100	Total \$164.60
Refer	0 DODGE COUNTY INDEPENDENT	-	
Cash Payment	E 101-41110-352 Publishing	Master Fee Hearing	\$67.50
Invoice	17683 5/20/2024		
Cash Payment	E 101-41110-352 Publishing	Ordinance Hearing	\$101.25
Invoice	17709 5/20/2024		
Cash Payment	E 101-41110-352 Publishing	Variance Hearing	\$101.25
Invoice	17708 5/20/2024		
Transaction Date	5/15/2024	MBT Bank Checking 10100	Total \$270.00
Refer	0 FREERKSEN OIL, LLC.	-	
Cash Payment	E 101-42200-217 Other Operating Supplie	5 gallon cleaner	\$201.80
Invoice	2439 5/20/2024		
Transaction Date	5/15/2024	MBT Bank Checking 10100	Total \$201.80
Refer	0 GOPHER STATE ONE CALL	-	
Cash Payment	E 601-49400-300 Professional Srvs (GEN	Locates for April	\$25.92
Invoice	4040572 5/20/2024		
Cash Payment	E 602-49450-300 Professional Srvs (GEN	Locates for April	\$38.88
Invoice	4040572 5/20/2024		
Transaction Date	5/15/2024	MBT Bank Checking 10100	Total \$64.80
Refer	0 HARBAUGH, DUKE	-	

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Cash Payment	E 101-42200-208	Training, Mileage	Region 15 Meal	\$15.00
Invoice	4.30.24	5/20/2024		
Transaction Date	5/15/2024		MBT Bank Checking 10100	Total \$15.00
Refer	0	HOFSTAD, DON	-	
Cash Payment	E 101-42200-208	Training, Mileage	Region 15 food	\$15.00
Invoice	5.8.24	5/20/2024		
Transaction Date	5/15/2024		MBT Bank Checking 10100	Total \$15.00
Refer	0	HOMETOWN HAULERS	-	
Cash Payment	E 101-41940-384	Refuse/Garbage Dispos	Garbage service for April	\$50.50
Invoice	16072	5/20/2024		
Cash Payment	E 101-41940-384	Refuse/Garbage Dispos	Garbage service for April	\$117.64
Invoice	16072	5/20/2024		
Cash Payment	E 101-42200-384	Refuse/Garbage Dispos	Garbage service for April	\$49.49
Invoice	16072	5/20/2024		
Transaction Date	5/15/2024		MBT Bank Checking 10100	Total \$217.63
Refer	0	INTERNAL REVENUE SERVICE	Ck# 006182 5/20/2024	
Cash Payment	G 101-21703	FICA Tax Withholding	PR 10 2024	\$1,208.22
Invoice	5.15.24	5/20/2024		
Cash Payment	G 101-21709	Medicare	PR 10 2024	\$282.56
Invoice	5.15.24	5/20/2024		
Cash Payment	G 101-21701	Federal Withholding	PR 10 2024	\$924.17
Invoice	5.15.24	5/20/2024		
Transaction Date	5/15/2024		MBT Bank Checking 10100	Total \$2,414.95
Refer	0	KASSON HARDWARE HANK	-	
Cash Payment	E 101-45200-401	Repairs/Maint Buildings	0-Ring	\$0.79
Invoice	4.30.24	5/20/2024		
Cash Payment	E 101-42200-240	Tools and Minor Equipm	Batteries	\$62.96
Invoice	4.30.24	5/20/2024		
Cash Payment	E 101-45200-404	Repairs/Maint Machiner	Battery	\$29.35
Invoice	4.30.24	5/20/2024		
Cash Payment	E 101-42200-217	Other Operating Supplie	Battery	\$24.99
Invoice	4.30.24	5/20/2024		
Transaction Date	5/15/2024		MBT Bank Checking 10100	Total \$118.09
Refer	0	KMTELECOM	-	
Cash Payment	E 101-41940-321	Communications Phone/	CITY HALL MAIN 5170	\$140.81
Invoice	10212079	5/20/2024		
Cash Payment	E 101-41940-321	Communications Phone/	CITY HALL - 5176 - 2ND LINE	\$20.79
Invoice	10212079	5/20/2024		
Cash Payment	E 101-41940-321	Communications Phone/	CITY HALL FAX 5300	\$25.00
Invoice	10212079	5/20/2024		
Cash Payment	E 101-42200-321	Communications Phone/	FD 5440	\$25.78
Invoice	10212079	5/20/2024		
Cash Payment	E 101-41940-321	Communications Phone/	STREETS - SHOP 5119	\$80.77
Invoice	10212079	5/20/2024		
Cash Payment	E 601-49400-321	Communications Phone/	WATER TOWER ALARM 3588	\$45.87
Invoice	10212079	5/20/2024		
Cash Payment	E 602-49450-321	Communications Phone/	LIFT STATION ALARM 5066	\$35.87
Invoice	10212079	5/20/2024		

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Cash Payment	E 602-49450-321	Communications Phone/ WWTP 5463 ALARM		\$35.87
Invoice	10212079	5/20/2024		
Cash Payment	E 101-41940-321	Communications Phone/ LONG DISTANCE/TAXES/FEES		\$5.85
Invoice	10212079	5/20/2024		
Cash Payment	E 101-46500-437	Other Miscellaneous EDA 800 NUMBER		\$0.00
Invoice	10212079	5/20/2024		
Transaction Date	5/15/2024	MBT Bank Checking	10100	Total \$416.61
Refer	0	MENARDS - NORTH ROCHESTER	-	
Cash Payment	E 101-45200-401	Repairs/Maint Buildings Ceder Chips		\$79.80
Invoice	43971	5/20/2024		
Transaction Date	5/15/2024	MBT Bank Checking	10100	Total \$79.80
Refer	0	MIDWEST DETAIL SUPPLY CO	-	
Cash Payment	E 101-42200-240	Tools and Minor Equipm Brush + Lumathread		\$300.00
Invoice	105357	5/20/2024		
Transaction Date	5/15/2024	MBT Bank Checking	10100	Total \$300.00
Refer	0	MIDWEST SIGNTECH OF ROCHESTER	-	
Cash Payment	E 101-41940-417	Uniforms Sweatshirts		\$99.21
Invoice	19050	5/20/2024		
Transaction Date	5/15/2024	MBT Bank Checking	10100	Total \$99.21
Refer	0	MINNESOTA ENERGY	-	
Cash Payment	E 101-41940-380	Utility Services 4016467-5 STREETS		\$0.00
Invoice	5020590311	5/20/2024		
Cash Payment	E 101-41940-380	Utility Services 4300149-4 STREETS		\$0.00
Invoice	5020590311	5/20/2024		
Cash Payment	E 101-41940-380	Utility Services 4028156-0 STREETS		\$35.53
Invoice	5020590311	5/20/2024		
Cash Payment	E 101-42200-380	Utility Services 4229566-7 FIRE DEPT		\$245.69
Invoice	5020590311	5/20/2024		
Cash Payment	E 602-49450-380	Utility Services 4299022-6 WWTP		\$0.00
Invoice	5020590311	5/20/2024		
Cash Payment	E 101-41940-380	Utility Services 5121503-6 NEW SHOP		\$0.00
Invoice	5020590311	5/20/2024		
Transaction Date	5/15/2024	MBT Bank Checking	10100	Total \$281.22
Refer	0	MINNESOTA REVENUE	Ck# 006184 5/20/2024	
Cash Payment	G 101-21702	State Withholding PR 10 2024		\$478.67
Invoice	5.15.24	5/20/2024		
Transaction Date	5/15/2024	MBT Bank Checking	10100	Total \$478.67
Refer	0	MN PERA	Ck# 006183 5/20/2024	
Cash Payment	G 101-21704	PERA PR 10 2024		\$1,476.41
Invoice	5.15.24	5/20/2024		
Transaction Date	5/15/2024	MBT Bank Checking	10100	Total \$1,476.41
Refer	0	NAPA	-	
Cash Payment	E 101-42200-217	Other Operating Supplie Antifreeze, oil, wash, ect		\$125.93
Invoice	483220	5/20/2024		
Transaction Date	5/15/2024	MBT Bank Checking	10100	Total \$125.93
Refer	0	NCPERS GROUP LIFE INS.	-	

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Cash Payment	G 101-21711	Life Insurance Payable	June Life Ins		\$16.00
Invoice	*62024	5/20/2024			
Transaction Date	5/15/2024		MBT Bank Checking	10100	Total \$16.00
Refer	0	<u>NOLTE, ROGER</u>	-		
Cash Payment	E 101-42200-208	Training, Mileage	Region 15 meeting		\$15.00
Invoice	4.1.24	5/20/2024			
Transaction Date	5/15/2024		MBT Bank Checking	10100	Total \$15.00
Refer	0	<u>ON-SITE COMPUTERS, INC</u>	-		
Cash Payment	E 601-49400-300	Professional Srvs (GEN	Service for April		\$12.00
Invoice	CW93011	5/20/2024			
Cash Payment	E 101-41500-300	Professional Srvs (GEN	Service for April		\$422.29
Invoice	CW93011	5/20/2024			
Transaction Date	5/15/2024		MBT Bank Checking	10100	Total \$434.29
Refer	0	<u>PAYMENT SERVICE NETWORK, IN</u>	<u>Ck# 006179 5/20/2024</u>		
Cash Payment	E 601-49400-300	Professional Srvs (GEN	Internet bill pay April		\$67.08
Invoice	293709	5/20/2024			
Cash Payment	E 602-49450-300	Professional Srvs (GEN	Internet bill pay April		\$101.47
Invoice	293709	5/20/2024			
Transaction Date	5/15/2024		MBT Bank Checking	10100	Total \$168.55
Refer	0	<u>PITNEY BOWES PURCHASE POWE</u>	<u>Ck# 006177 5/20/2024</u>		
Cash Payment	E 602-49450-437	Other Miscellaneous	Postage April		\$117.13
Invoice	5.22.24	5/20/2024			
Cash Payment	E 601-49400-430	Miscellaneous	Postage April		\$67.58
Invoice	5.22.24	5/20/2024			
Cash Payment	E 604-43150-352	Publishing	Postage April		\$40.55
Invoice	5.22.24	5/20/2024			
Cash Payment	E 101-41500-322	Postage	Postage April		\$183.24
Invoice	5.22.24	5/20/2024			
Transaction Date	5/15/2024		MBT Bank Checking	10100	Total \$408.50
Refer	0	<u>RESNEXUS</u>	<u>Ck# 006180 5/20/2024</u>		
Cash Payment	E 603-45183-210	Tax and Licensing	Payment for April Reservation		\$33.61
Invoice	April	5/20/2024			
Transaction Date	5/15/2024		MBT Bank Checking	10100	Total \$33.61
Refer	0	<u>RIVERLAND COMMUNITY COLLEG</u>	-		
Cash Payment	E 101-42200-208	Training, Mileage	Fire Behavior Training		\$500.00
Invoice	1226029	5/20/2024			
Transaction Date	5/15/2024		MBT Bank Checking	10100	Total \$500.00
Refer	0	<u>SIMPLY TIDY, LLC</u>	-		
Cash Payment	E 101-41940-439	Janitors	Service for April		\$130.00
Invoice	1309	5/20/2024			
Transaction Date	5/15/2024		MBT Bank Checking	10100	Total \$130.00
Refer	0	<u>SMITH SCHAFFER & ASSOCIATES</u>	-		
Cash Payment	E 101-41530-301	Auditing and Acct g Serv	Service for Year 2023 Audit		\$12,000.00
Invoice	30890	5/20/2024			
Transaction Date	5/15/2024		MBT Bank Checking	10100	Total \$12,000.00
Refer	0	<u>VERIZON WIRELESS</u>	<u>Ck# 006176 5/20/2024</u>		

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Cash Payment	E 101-42200-321	Communications Phone/		\$64.66
Invoice	9962460443	5/20/2024		
Transaction Date	5/15/2024	MBT Bank Checking	10100	Total \$64.66
Refer	0	WEX HEALTH, INC.	Ck# 006185	5/20/2024
Cash Payment	G 101-21714	Health Savings Account	Service for May	\$11.00
Invoice	0001949377	5/20/2024		
Transaction Date	5/15/2024	MBT Bank Checking	10100	Total \$11.00
Refer	0	WEX HEALTH, INC.	Ck# 006181	5/20/2024
Cash Payment	G 101-21714	Health Savings Account	PR 09 2024 ER HAS	\$246.16
Invoice		5/20/2024		
Cash Payment	G 101-21714	Health Savings Account	PR 09 2024 EE HAS	\$100.00
Invoice		5/20/2024		
Transaction Date	5/15/2024	MBT Bank Checking	10100	Total \$346.16
Refer	0	WHKS & COMPANY	-	
Cash Payment	E 101-41950-303	Engineering Fees	Band Shell 2024 Eng service	\$1,134.00
Invoice	51054	5/20/2024		
Cash Payment	E 101-41950-303	Engineering Fees	Eagle Meadows 2024 eng serv	\$1,826.00
Invoice	51054	5/20/2024		
Cash Payment	E 457-41950-303	Engineering Fees	TH 57 Construction	\$10,924.52
Invoice	51055	5/20/2024		
Cash Payment	E 101-41950-303	Engineering Fees	Lift station eagle meadows	\$523.52
Invoice	51051	5/20/2024		
Transaction Date	5/15/2024	MBT Bank Checking	10100	Total \$14,408.04
Refer	0	WILLIAMS JJ	-	
Cash Payment	E 101-42200-208	Training, Mileage	Region 15	\$15.00
Invoice	5.1.24	5/20/2024		
Transaction Date	5/15/2024	MBT Bank Checking	10100	Total \$15.00
Refer	0	LUSHINSKY, PAUL	-	
Cash Payment	E 101-42200-217	Other Operating Supplie	Face mask, reg, hotel at FDIC internation	\$1,558.52
Invoice	5.7.24	5/20/2024		
Transaction Date	5/15/2024	MBT Bank Checking	10100	Total \$1,558.52
Refer	0	AMAZON	Ck# 006187	5/20/2024
Cash Payment	E 101-45200-401	Repairs/Maint Buildings	Bag Toss Set	\$44.65
Invoice	5.9.24	5/20/2024		
Transaction Date	5/17/2024	MBT Bank Checking	10100	Total \$44.65
Refer	0	WEX HEALTH, INC.	Ck# 006186	5/20/2024
Cash Payment	G 101-21714	Health Savings Account	PR 10 2024 ER HSA	\$246.16
Invoice	5.16.24	5/20/2024		
Cash Payment	G 101-21714	Health Savings Account	PR 10 2024 EE HSA	\$100.00
Invoice	5.16.24	5/20/2024		
Transaction Date	5/17/2024	MBT Bank Checking	10100	Total \$346.16
Refer	0	NORTHLAND TRUST SERVICES, IN	-	
Cash Payment	E 314-47000-620	Fiscal Agent s Fees	GO 2024A Bond Fees	\$750.00
Invoice	3.28.24	5/20/2024		
Transaction Date	5/17/2024	MBT Bank Checking	10100	Total \$750.00
Refer	0	ADAMS, JOE	-	

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Cash Payment	E 101-41940-417	Uniforms	Apparel		\$55.98
Invoice	5.20.24	5/20/2024			
Transaction Date	5/17/2024		MBT Bank Checking	10100	Total \$55.98
Refer	0	<u>CAPITAL ONE TRADE CREDIT</u>	-		
Cash Payment	E 101-45200-410	Rentals	Sprayer for JD		\$39.20
Invoice	5.20.24	5/20/2024			
Transaction Date	5/17/2024		MBT Bank Checking	10100	Total \$39.20
Refer	0	<u>ONSITE COMPANIES</u>	-		
Cash Payment	E 101-45200-410	Rentals	Restrooms and Sanitizers		\$24.25
Invoice	0001709200	5/20/2024			
Cash Payment	E 603-45183-410	Rentals	Restrooms and Sanitizers		\$65.00
Invoice	0001709200	5/20/2024			
Transaction Date	5/17/2024		MBT Bank Checking	10100	Total \$89.25
Refer	0	<u>REINDERS</u>	-		
Cash Payment	E 101-45200-401	Repairs/Maint Buildings	Pesticide		\$260.02
Invoice	5.20.24	5/20/2024			
Transaction Date	5/17/2024		MBT Bank Checking	10100	Total \$260.02
Refer	0	<u>CRESCENT LANDSCAPING SUPPL</u>	-		
Cash Payment	E 101-45200-500	Capital Outlay	Certified Chips for Playground		\$2,640.00
Invoice	5.20.24	5/20/2024			
Transaction Date	5/17/2024		MBT Bank Checking	10100	Total \$2,640.00
Refer	0	<u>NEWMAN SIGNS</u>	-		
Cash Payment	E 101-43100-224	Street Maint Materials	Flags		\$278.99
Invoice	5.20.24	5/20/2024			
Transaction Date	5/17/2024		MBT Bank Checking	10100	Total \$278.99
Refer	0	<u>STUSSY CONSTRUCTION INC</u>	-		
Cash Payment	E 101-43100-224	Street Maint Materials	Rock		\$225.96
Invoice	5.20.24	5/20/2024			
Transaction Date	5/17/2024		MBT Bank Checking	10100	Total \$225.96
Refer	0	<u>FARMERS TOP SOIL, INC.</u>	-		
Cash Payment	E 101-45200-404	Repairs/Maint Machiner	16.11.ton top soil		\$361.65
Invoice	5.20.24	5/20/2024			
Transaction Date	5/17/2024		MBT Bank Checking	10100	Total \$361.65
Refer	0	<u>LOHRBACH, GRETCHEN</u>	-		
Cash Payment	E 101-41500-208	Training, Mileage	MCFOA Clerks Institute		\$852.30
Invoice	5.20.24	5/20/2024			
Transaction Date	5/17/2024		MBT Bank Checking	10100	Total \$852.30
Refer	0	<u>RITEWAY BUSINESS FORMS</u>	-		
Cash Payment	E 601-49400-430	Miscellaneous	Water Bill Postcards		\$43.01
Invoice	24-31121	5/20/2024			
Cash Payment	E 602-49450-437	Other Miscellaneous	Water Bill Postcards		\$74.55
Invoice	24-31121	5/20/2024			
Cash Payment	E 604-43150-352	Publishing	Water Bill Postcards		\$25.80
Invoice	24-31121	5/20/2024			
Transaction Date	5/17/2024		MBT Bank Checking	10100	Total \$143.36

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Refer	0 ZOLL MEDICAL CORPORATION	-		
Cash Payment	E 101-42200-311 First Responder Train/E	AED Battery Pack		\$209.38
Invoice	3959511	5/20/2024		
Transaction Date	5/17/2024	MBT Bank Checking	10100	Total \$209.38

Fund Summary

	10100 MBT Bank Checking	
101 GENERAL FUND		\$30,855.52
314 GO Series 2024A		\$750.00
457 STATE HIGHWAY 57 PROJECT		\$10,924.52
601 WATER FUND		\$261.46
602 SEWER FUND		\$24,259.77
603 RV PARK		\$98.61
604 STORM SEWER FUND		\$66.35
		<u>\$67,216.23</u>

Pre-Written Checks	\$5,836.94
Checks to be Generated by the Computer	\$61,379.29
Total	<u>\$67,216.23</u>

**UNAPPROVED MINUTES OF THE
DODGE COUNTY BOARD OF COMMISSIONERS REGULAR MEETING HELD
APRIL 23, 2024**

Chair

Convene County Board Meeting

The Dodge County Commissioners met in regular session April 23, 2024, in the Board Room at the Dodge County Government Services Building, Mantorville, MN, at 5:00 p.m. Chair John Allen called the meeting to order at 5:00 p.m.

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

Pledge of Allegiance

The pledge of allegiance was recited.

Determine Quorum

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

Also present:

Jim Elmquist County Administrator
Paul Kiltinen County Attorney

Establish Agenda

Agenda Approved

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

Motion Adopted [Unanimous]

Consent Agenda

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

Motion Adopted [Unanimous]

- 1.1. Board of Commissioners - Regular Meeting - Apr 9, 2024 9:30 AM
- 1.2. Award SAP 020-615-021

Guy Kohlhofer, County Engineer**CSAH 20 Resurfacing Cooperative Agreement**

Mr. Kohlhofer reported that Steele County has been heading up the design and construction for the resurfacing of CSAH 20 along our shared border. This section of CSAH 20 runs north/south, just north of Rice Lake. The culverts were repaired or replaced as needed in a previous joint agreement. Steele County is now taking the lead on the resurfacing part of the project. Dodge County will be responsible for our half of the project plus an additional inch of bituminous on the south half of the section, at the County Engineer's request. Mr. Kohlhofer reviewed the Steele County design and was not confident with the expected performance. Dodge County's share of the project is expected to be approximately \$354,200 and is included in the Highway Department's 2024 budget.

Included in the Board packet was the proposed cooperative construction agreement between Dodge and Steele for the contracting and construction of the project.

Motion by Peterson seconded by Tjosaas to approve and authorization for the County Engineer to sign the proposed cooperative agreement with Steele County as requested.

Motion Adopted [Unanimous]

Revocation of CR K to Ashland Township

The County Engineer informed the Board that the process to revoke the designation of the North side of CR K, from T.H. 56 to C.S.A.H. 9 as a county road and turn it back to Ashland Township has progressed throughout the past year. Discussions were held with Ashland Township officers and a public hearing was held January 8, 2024.

During the public hearing it was generally agreed by everyone present that this 3-mile section of CR K fits more appropriately at the township level. These roads are within 3 miles of more improved county roads and they do not substantially make connections between other county roads or destinations. They do not fit in the county network and are more suited to be township roads.

County Highway staff will meet with township officers and a list of projects and improvements will be developed. These projects will be completed by the county during the 2-year mandatory transition period.

The proposed resolution revokes CR K, from T.H. 56 to C.S.A.H. 9, as a county road and places it under the jurisdiction of Ashland Township.

The Highway Department is recommending that the Board pass the proposed resolution revoking CR K, from T.H. 56 to C.S.A.H. 9.

Commissioner Peterson offered the following resolution (#2024-15), seconded by Commissioner Toquam:

WHEREAS, it appears to the County Board of the County of Dodge that the road hereinafter described as CR "K" from T.H. 56 to C.S.A.H. 9 does not fulfill the general needs of a county road but rather those of a township road; and

WHEREAS, the location of CR "K" is; Ashland Township, T106N R17W. The road runs east and west along the South side of sections 34, 35 and 36.

NOW, THEREFORE BE IT RESOLVED, by the County Board of the County of Dodge that the road referred to as CR "K" within Ashland Township from T.H. 56 to C.S.A.H. 9 be, and hereby is, revoked as a County Road and shall as of May 1, 2024 be within the jurisdiction of the Township of Ashland and maintained as said jurisdiction deems necessary. Said revocation to be in accordance with Minnesota Statute 163.11 subd. 5.

BE IT FURTHER RESOLVED, the Highway Department of the County of Dodge will bring the condition of the surface and structures of CR "K" up to the typical condition of township roads in the township prior to the end of the required maintenance period.

Resolution Adopted [Unanimous]

Revocation of CR K to Hayfield Township

The process to revoke the designation of the South side of CR K, from T.H. 56 to C.S.A.H. 9 as a county road and turn it back to Hayfield Township has progressed throughout the past year. Discussions were held with Hayfield Township officers and a public hearing was held April 9, 2024.

During the public hearing a high-spirited discussion was had regarding the in-slopes and condition of the culverts. The township was assured the culverts would be addressed as needed, however no slope grading was to be expected. It was generally agreed by everyone present that this 3-mile section of CR K fits more appropriately at the township level. These roads are within 3 miles of more improved county roads and they do not substantially make connections between other county roads or destinations. They do not fit in the county network and are more suited to be township roads.

County Highway staff will meet with township officers and a list of projects and improvements will be developed. These projects will be completed by the county during the 2-year mandatory transition period.

Included in the Board packet was the proposed resolution which revokes CR K, from T.H. 56 to C.S.A.H. 9, as a county road and places it under the jurisdiction of Hayfield Township.

The Highway Department is recommending that the Board pass the proposed resolution revoking CR K, from T.H. 56 to C.S.A.H. 9.

Commissioner Tjosaas offered the following resolution (#2024-16), seconded by Commissioner Toquam:

WHEREAS, it appears to the County Board of the County of Dodge that the road hereinafter

described as CR "K" from T.H. 56 to C.S.A.H. 9 does not fulfill the general needs of a county road but rather those of a township road; and

WHEREAS, the location of CR "K" is; Hayfield Township, T105N R17W. The road runs east and west along the North side of sections 1, 2 and 3.

NOW, THEREFORE BE IT RESOLVED, by the County Board of the County of Dodge that the road referred to as CR "K" within Hayfield Township from T.H. 56 to C.S.A.H. 9 be, and hereby is, revoked as a County Road and shall as of May 1, 2024 be within the jurisdiction of the Township of Hayfield and maintained as said jurisdiction deems necessary. Said revocation to be in accordance with Minnesota Statute 163.11 subd. 5.

BE IT FURTHER RESOLVED, the Highway Department of the County of Dodge will bring the condition of the surface and structures of CR "K" up to the typical condition of township roads in the township prior to the end of the required maintenance period.

Resolution Adopted [Unanimous]

Revocation of CR G and CR 5 to Claremont Township

The process to revoke the designation of CR G from C.S.A.H. 1 to 160th Avenue and CR 5 from C.S.A.H. 34 (old T.H. 14) to 160th Avenue (West side) as a county road and turn it back to Claremont Township has progressed throughout the past year. Discussions were held with Claremont Township officers and a public hearing was held April 9, 2024.

During the public hearing it was generally agreed by everyone present that these sections of CR G and CR 5 fit more appropriately at the township level. These roads are within 3 miles of more improved county roads and they do not substantially make connections between other county roads or destinations. They do not fit in the county network and are more suited to be township roads.

County Highway staff will meet with township officers and a list of projects and improvements will be developed. These projects will be completed by the county during the 2-year mandatory transition period.

The proposed resolution revokes CR G from C.S.A.H. 1 to 160th Avenue and CR 5 from C.S.A.H. 34 (old T.H. 14) to 160th Avenue (West side).

Mr. Kohlhofer recommended that the Board pass the proposed resolution revoking CR G and CR 5.

Commissioner Toquam offered the following resolution (#2024-17), seconded by Commissioner Peterson:

WHEREAS, it appears to the County Board of the County of Dodge that the roads hereinafter described as CR "G" from C.S.A.H. 1 to 160th Avenue and CR "5" from C.S.A.H. 34 (old T.H. 14) to 160th Avenue (West side) does not fulfill the general needs of county roads but rather those of township roads; and

WHEREAS, the location of CR “G” is; Claremont Township, T107N R18W. The road runs east and west along the middle of sections 9, 10, 11 and 12. The location of CR “5” is; Claremont Township, T107N R18W. The road runs north and south along the east side of section 25 and along the east side of primarily the north half of section 36.

NOW, THEREFORE BE IT RESOLVED, by the County Board of the County of Dodge that the roads referred to as CR “G” from C.S.A.H 1 to 160th Avenue and CR “5” from C.S.A.H. 34 (old T.H. 14) to 160th Avenue (West side) within Claremont Township be, and hereby are, revoked as County Roads and shall as of May 1, 2024 be within the jurisdiction of the Township of Claremont and maintained as said jurisdiction deems necessary. Said revocation to be in accordance with Minnesota Statute 163.11 subd. 5.

BE IT FURTHER RESOLVED, the Highway Department of the County of Dodge will bring the condition of the surface and structures of CR “G” and CR “5” up to the typical condition of township roads in the township prior to the end of the required maintenance period.

Resolution Adopted [Unanimous]

Revocation of CR H, CR G and CR 5 to Wasioja Township

The process to revoke the designation of CR H from 160th Avenue to the east cul-de-sac; CR G from 160th Avenue to T.H. 56; CR 5 from C.S.A.H. 34 (old T.H. 14) to 160th Avenue (East side) as a county road and turn it back to Wasioja Township has progressed throughout the past year. Discussions were held with Wasioja Township officers and a public hearing was held March 11, 2024.

During the public hearing it was generally agreed by everyone present that these sections of CR H, G and 5 fit more appropriately at the township level. These roads are within 3 miles of more improved county roads and they do not substantially make connections between other county roads or destinations. They do not fit in the county network and are more suited to be township roads.

County Highway staff will meet with township officers and a list of projects and improvements will be developed. These projects will be completed by the county during the 2-year mandatory transition period.

The proposed resolution revokes CR H from 160th Avenue to the east cul-de-sac; CR G from 160th Avenue to T.H. 56; CR 5 from C.S.A.H. 34 (old T.H. 14) to 160th Avenue (East side).

The County Engineer recommended that the Board pass the proposed resolution revoking CR H, G and 5 to Wasioja Township.

Commissioner Kenworthy shared with the Board concerns he had with turning County Road H over to the township.

Commissioner Tjosaas offered the following resolution (#2024-18), seconded by Commissioner Toquam:

WHEREAS, it appears to the County Board of the County of Dodge that the roads hereinafter described as CR "H" from 160th Avenue to the east cul-de-sac; CR "G" from 160th Avenue to T.H. 56; and CR "5" from C.S.A.H. 34 (old T.H. 14) to 160th Avenue (East side) does not fulfill the general needs of county roads but rather those of township roads; and

WHEREAS, the location of CR "H" is; Wasioja Township, T107N R17W. The road runs east and west along the middle of section 31 from C.S.A.H. 5 to the east cul-de-sac. The location of CR "G" is; Wasioja Township, T107N R17W. The road runs east and west through the middle of section 7. The location of CR "5" is; Wasioja Township, T107N R17W. The road runs north and south along the west side of section 30 and along the west side of primarily the north half of section 31.

NOW, THEREFORE BE IT RESOLVED, by the County Board of the County of Dodge that the roads referred to as CR "H" from 160th Avenue to the east cul-de-sac; CR "G" from 160th Avenue to T.H. 56; and CR "5" from C.S.A.H. 34 (old T.H. 14) to 160th Avenue (East side) within Wasioja Township be, and hereby is, revoked as County Roads and shall as of May 1, 2024 be within the jurisdiction of the Township of Wasioja and maintained as said jurisdiction deems necessary. Said revocations to be in accordance with Minnesota Statute 163.11 subd. 5.

BE IT FURTHER RESOLVED, the Highway Department of the County of Dodge will bring the condition of the surface and structures of CR "H", CR "G" and CR "5" up to the typical condition of township roads in the township prior to the end of the required maintenance period.

Resolution Adopted [4 to 1]

Lisa Kramer, Finance Director

2024 Agency Appropriations

Mr. Kramer reported that the commissioner’s budget details a list of agency appropriations that the Board funds to benefit the community. The Finance Director requested that the Dodge County Board authorize payment of the following agency appropriations:

- SE MN Initiative Fund \$ 1,600.00
- Southern MN Tourism \$ 350.00
- SE MN Area Agency on Aging \$ 300.00
- SEMCAC \$ 14,500.00
- Dodge County SWCD \$ 93,500.00
- Historical Society \$ 8,000.00
- Dodge Fair Board \$ 17,500.00
- SEMMCHRA \$ 60,000.00
- EMS \$ 5,000.00 (added)

Discussion took place regarding whether or not an appropriation of \$5,000.00 was made to EMS. It was agreed that they will add this amount to the list provided just in case the appropriation hasn't been made yet. Mr. Elmquist and Ms. Kramer do however believe the

EMS payment has already been made.

Mr. Kramer informed the Board that these amounts come directly from the budget they, as a board, have approved, so this is a second approval releasing the prior agreed on funds. Dodge County currently has sufficient fund balance and can do this to honor its commitments in a time when these agencies may need the funds.

Motion by Peterson seconded by Kenworthy to approve and authorize the 2024 agency appropriations as discussed.

Motion Adopted [Unanimous]

Bills Reviewed

Ms. Kramer reviewed bills with the Board.

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

01	Revenue Fund	\$ 147,6604.92
13	Road and Bridge Fund	\$ 156,423.44
16	Environmental Quality Fund	\$ 25,286.05
19	Eda/Hra-Dodge County	\$ 216.00
80	Agency Fund	<u>\$ 52.00</u>
	Total	\$ 329,582.41

Motion Adopted [Unanimous]

Jim Elmquist, County Administrator

Personnel Actions Reviewed

Mr. Elmquist presented the Personnel Agenda for the Board’s consideration.

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

A. Environmental Services

- A.1 Catherine Grondin - Zoning Administrator
Step increase from C43 step 8 \$39.22 to C43 step 7 \$40.73.
Effective Date: 4/11/24
- A.2 Mike Leonhardt - Seasonal Transfer Station - Inside
Authorization to employee at A13 step 6 \$18.32 to fill approved vacancy.
Effective Date: 4/30/24
- A.3 Riley Kuehl - Seasonal Transfer Station - Outside
Authorization to employee at A11 step 6 \$17.96 to fill approved vacancy.
Effective Date: 5/20/24

B. Sheriff’s Office

- B.1 David Crable - Investigator

Step increase from C43 step 7 \$41.37 to C43 step 8 \$42.19.
Effective Date: 3/15/24

C. Attorney’s Office

C.1 Kailee Thompson - Assistant County Attorney
Step increase from C52 step 6 \$50.94 to C52 step 7 \$52.55.
Effective Date: 4/6/24

D. Land Records

D.1 Ryan DeCook - Land Records Director
Step increase from D71 step 6 \$58.30 to D71 step 5 \$60.04.
Effective Date: 5/1/24

Motion Adopted [4 to 1]

Paul Kiltinen, County Attorney

Legal Update

Mr. Kiltinen provided the Board with a legal update.

Motion No Vote

Public Health Committee Report - Commissioner Tim Tjosaas

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

Request to Approve Public Health Donations

This is a request to accepting baby quilts, booties, hats, and dolls/animals from Dodge Center Dorcas Society, Dodge Center, MN.

Commissioner Tjosaas offered the following resolution (#2024-19), seconded by Commissioner Kenworthy:

WHEREAS, the Dodge County Public Health Department has received donations from Dodge Center Dorcas Society; and

WHEREAS, the Dodge County Public Health Department wishes to accept this donation and utilize it for the purpose of distributing to family home visiting clients; and

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

NOW THEREFORE BE IT RESOLVED, that the Dodge County Board of Commissioners hereby accepts the following donation to be used for the Public Health Programs:

Dodge Center Dorcas Society, Dodge Center, MN \$530.00

Crochet baby quilts - 9	\$360.00
Crochet baby booties - 2	\$ 20.00
Crochet hat - 9	\$ 90.00
Crochet dolls/animals - 6	\$ 60.00

Resolution Adopted [Unanimous]

Public Health Update

Commissioner Kenworthy briefly discussed the following with the Board:

- 1) Mental Health Coalition is resuming. Growing interest amongst community members. Some of this is driven by membership at various community chamber organizations.
- 2) Kindness Campaign: one of the businesses ran out of cards in less than two weeks. Children have drawn pictures on the cards. The program seems to be going over well.
- 3) Family Home Visiting program update: our nurse has completed her MECSH training and has enrolled approximately five clients out of the nine expected on her caseload. Many of them are early in their pregnancy, which is a goal of the program. They are seeing their family health programs grow, which they can see that this will create challenges in their capacity to serve all eligible clients with the limited staffing they have.
- 4) Legislative concerns: still concerns around local control related to cannabis. Public Health is also aware that the funding for MDH's plan to address nitrates in the eight counties in SE MN, has been cut in committee. Unsure what MDH will do if funding is not available for mitigation measures. They are still in phase 1 of the plan, which is identification of high-risk individuals with private wells.
- 5) Staffing update.

Motion No Vote

Administration Committee Report - Commissioner John Allen

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

DNR Ash Tree Removal Grant

Dodge County was awarded a grant to remove 13 Ash trees on County property in the City of Mantorville, in this packet is the proposed agreement between the DNR and Dodge County for this project to be signed by the Board Chair. Dodge County will be obligated to replant 15 trees in replacement of the 13 being removed and will do so at the Courthouse/Annex and the Government Service Building.

Motion by Tjosaas seconded by Peterson to approve and authorize the Chair to sign a grant between the DNR and Dodge County to remove 13 Ash trees on County property in the City of Mantorville as requested.

Motion Adopted [Unanimous]

Mr. Elmquist provided the Board with a County Administrator update.

The County Administrator informed the Board that the agenda management system that we are currently using, Granicus, has an end of life that is approaching therefore the MinuteTraq program we are using will no longer be supported. The main users of this system will be coming to the next Board with a proposal for a new agenda management system.

Motion No Vote

Commissioners provided their agency reports. Commissioner Allen reported on the Event Center footing progress at the fairgrounds and spoke to Andrew Hesel about adding more pavement at the fairgrounds. Commissioner Kenworthy attended a Hayfield Township Turn Back meeting, a Claremont Township Turn Back meeting, a SECB Steering Committee meeting, an FFA State Convention, a D&O Victim Services meeting and a Fairview Care Center meeting. Commissioner Peterson attended a Fairview Care Center Board meeting, a Mental Health Board - Bylaw Discussion, an AMC Leadership Training session and an AMC Legislative update. Commissioner Tjosaas attended a Semcac meeting, a MNPrairie work session, a SCHRC meeting, a Fairview Care Center meeting and a D&O Victim Services discussion. Commissioner Toquam attended a Hayfield Township Turn Back meeting, a Claremont Township Turn Back meeting, a MNPrairie work session, a MNPrairie meeting, a SEMMCHRA meeting, a SCHA Executive Committee meeting, a SCHRC meeting, a Fairview Care Center meeting and a County Board meeting.

Motion No Vote

There were no Other Deferred Business items to discuss.

Motion No Vote

Adjourn

Meeting Adjourned

The Chair adjourned the meeting at 6:01 p.m.

The next regular meeting of the Dodge County Board of Commissioners will be held on May 14, 2024 at 9:30 a.m.

Motion No Vote



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 1600, St. Paul, MN 55101
 651-201-7507 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY
 TEMPORARY CONSUMPTION AND DISPLAY PERMIT**

(City or county may not issue more than 10 permits in any one year)

Name of organization Mantorville Restoration Association		Date organized August 29, 1967	Tax exempt number
Organization Address PO Box 311	City Mantorville	State MN	Zip Code
Name of person making application Jane Olive	Business phone	Home phone	
Date(s) of event September 7, 2024	Type of organization <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit		

Organization officer's name <i>Jane Olive</i>	City Mantorville	State MN	Zip 55955
--------------------------------------------------	---------------------	-------------	--------------

Add New Officer

Location where permit will be used. If an outdoor area, describe.
 The Lawn of the Greek Revival House, 411 Clay Street

APPROVAL

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

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County Email Address
	City or County phone number

Please Print Name of City Clerk or County Official

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

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

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

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

**CITY OF MANTORVILLE
DODGE COUNTY, MINNESOTA**

RESOLUTION 2024-12

**A RESOLUTION APPROVING AN APPLICATION FOR A ONE DAY TEMPORARY
CONSUMPTION AND DISPLAY PERMIT AT THE GREEK HOUSE, 411 CLAY
STREET, MANTORVILLE, MINNESOTA – MANTORVILLE RESTORATION
ASSOCIATION, SEPTEMBER 7, 2024**

WHEREAS, the Mantorville Restoration Association has submitted an application to the City of Mantorville for approval for a One Day Temporary Consumption and Display Permit September 7, 2024; and

WHEREAS, said application will be forwarded to Minnesota Alcohol and Gambling Enforcement Division for approval; and

WHEREAS, the City has no objection to said activity.

NOW, THEREFORE, BE IT RESOLVED that the Mantorville City Council hereby concurs with the issuance of a One Day temporary Consumption and Display Permit to the Mantorville Restoration Association, for an event to be held on September 7, 2024 at the Greek House, 411 Clay Street, Mantorville, Minnesota.

Adopted by the City Council of the City of Mantorville, Minnesota, this 20th day of May 2024.

ATTEST:

Chuck Bradford
Mayor

Gretchen Lohrbach
City Clerk-Treasurer

PUBLIC HEARING NOTICE

Notice is hereby given that the Mantorville City Council will hold a public hearing on Monday, May 20, 2024 starting at 6:30 p.m., or as soon as reasonably practical thereafter, in the City Council Chambers located at 21 5th Street East, Mantorville, Minnesota, to consider an ordinance amending Mantorville City Code, section 150.025(D), which currently provides that detached accessory structures may not exceed 1,400 square feet. The proposed ordinance, if adopted, would increase the maximum allowable size of detached accessory structures to 1,600 square feet on lots that are at least two acres in size. All interested persons may attend the hearing and provide comments. A copy of the proposed ordinance can be requested or reviewed during business hours at City Hall, 21 5th Street East, Mantorville, MN. If you are unable to attend the meeting, written comments may also be submitted to the City Council prior to the public hearing via email (gretchen@mantorville.com) or dropped off or mailed to City Hall, 21 5th Street East, Mantorville, MN 55955. All written comments submitted prior to the public hearing will be presented to the City Council. Following the public hearing, the City Council will consider and possibly adopt the proposed ordinance.

Gretchen Lohrbach
City Clerk Treasurer

CITY OF MANTORVILLE

ORDINANCE NO. 2024-02

**AN ORDINANCE AMENDING SUBSECTION 150.025(D) OF THE
CODE OF ORDINANCES OF THE CITY OF MANTORVILLE
REGARDING DETACHED ACCESSORY STRUCTURES**

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

Section 1. Subsection 150.025(D) of the Mantorville City Code is hereby amended by deleting the ~~stricken~~ language and adding the double-underlined language as follows:

(D) *Detached.* Detached accessory buildings on lots less than two acres in size shall not exceed 1,400 square feet in total area. Detached accessory buildings on lots two acres or greater in size shall not exceed 1,600 square feet in total area. ~~The maximum total square footage of all detached accessory structures on any single lot shall not exceed 1,400 square feet.~~ In all districts, all detached accessory buildings shall be located in the side or rear yards. Accessory buildings shall maintain a side yard setback as required by the district regulations. No accessory building shall be placed closer than 6 feet from the rear lot line or 6 feet from the principal structure.

Section 2. This ordinance shall be in full force and effect upon its passage and publication.

Passed by the City Council of the City of Mantorville, Minnesota, this 20th day of May, 2024.

Chuck Bradford
Mayor

ATTEST:

Gretchen Lohrbach, City Clerk Treasurer

PUBLIC HEARING NOTICE

Notice is hereby given that the Mantorville City Council will hold a public hearing on Monday, May 20, 2024 starting at 6:30 p.m., or as soon as reasonably practical thereafter, in the City Council Chambers located at 21 5th Street East, Mantorville, Minnesota, to consider an application for a variance for the property located at 609 Golfview Court (Dodge County PID 25.225.0160) to allow construction of a 1,600 square-foot detached garage. Mantorville City Code, section 150.025(D) provides that detached accessory structures may not exceed 1,400 square feet. All interested persons may attend the hearing and provide comments. Additional materials and information regarding the application can be requested or reviewed during business hours at City Hall, 21 5th Street East, Mantorville, MN. If you are unable to attend the meeting, written comments may also be submitted to the City Council prior to the public hearing via email (gretchen@mantorville.com) or dropped off or mailed to City Hall, 21 5th Street East, Mantorville, MN 55955. All written comments submitted prior to the public hearing will be presented to the City Council. Following the public hearing, the City Council will consider the application and make a decision regarding the requested variance.

Gretchen Lohrbach
City Clerk Treasurer

CITY OF MANTORVILLE
APPLICATION FOR VARIANCE

Fee \$250

- (A) Applicant's Name Thomas Pompeii Phone _____
- (B) Address _____ Email Address: _____
- (C) Owner's Name (if different from Applicant) _____ Phone _____
- (D) Owner's Address _____ Email Address: _____
- (E) Address of the Property 609 Golfview Court, Mantorville, MN 55955
- (F) Tax Parcel ID Number(s) 25.225.0160
- (G) Legal Description of Property Golfview Estates: Lot 16 Blk 1 Sect 21, TWP 107, Range 016
- (H) Description of Request Variance for total Square Foot on Garage.
- (I) Reason(s) for Request ASKING FOR an additional 200 SF over the 1400 SF in the zoning code, 1600 SF total
- (J) Present Zoning Classification of the Property Residential
- (K) Existing Use of the Property Residential
- (L) Section of the Zoning Ordinance in which a variance is sought: 150.025 (D)
- (M) Explain how you wish to vary from the applicable provisions of the Zoning Ordinance: _____
Accessory buildings shall not exceed 1400 SF
We are asking for a variance to build a
1600 SF garage

(N) A variance may only be granted by the City Council where the strict enforcement of the Zoning Ordinance will result in "practical difficulties." Under the new law, **practical difficulties means** (1) the property owner proposes to use the property in a reasonable manner permitted by the ordinance, (2) the owner's plight is due to circumstances unique to the property not created by the owner, and (3) the variance will not alter the locality's essential character. The Applicant is responsible for establishing the existence of practical difficulties regarding the particular property and that the request otherwise satisfies the requirements of the Zoning Ordinance. Whether or not "practical difficulties" exist is determined by the City Council considering all of the following factors. Please summarize the facts as to your property and alleged "practical difficulties" with regard to each of the factors, using additional paper and attachments, if necessary.

1. In your opinion, is the variance in harmony with the purposes and intent of the Zoning Ordinance?

Yes No Why or why not? Explain:

The purpose of use is reasonable, asking for additional 200 SF variance. The variance will not alter the locality's essential character

2. In your opinion, is the variance consistent with the comprehensive plan?

Yes No Why or why not? Explain:

Yes - This is a standard garage addition used for storage & hobby use.

3. In your opinion, are you proposing to use your property in a reasonable manner not permitted by the Zoning Ordinance?

Yes No Why or why not? Explain:

We are not intending to use the property addition in a manner not permitted by the zoning ordinance.

4. In your opinion, is your dilemma due to circumstances unique to your property which do not apply to other properties in the same zone or vicinity?

Yes No Why or why not? Explain:

NO Unique circumstances of property. Would just like a larger SF for storage & hobby use.

5. In your opinion, were the circumstances causing the practical difficulties created by someone or something other than you or the previous owners of the property?

Yes No Why or why not? Explain:

6. In your opinion, will the granting of the variance maintain and not alter the essential character of the area or the neighborhood?

Yes () No Why or why not? Explain:

Yes There are many properties in the neighborhood with additional detach garages.

7. In your opinion, do the alleged practical difficulties involve more than just economic considerations?

Yes () No Why or why not? Explain:

We would just like more room for storage

The City will not consider as a variance any use that is not permitted for the property in the district where the affected person's land is located.

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

The undersigned certifies that they are familiar with application fees and other associated costs, 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 variance. Additional information may be needed or conditions may exist that would prevent the actual granting of a variance.

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.

Tom Peyer
Applicant Signature

4/29/24
Date

Property Owner Signature (if different from Applicant)

Date

PROCEDURES: The procedure for applying for a Variance from the regulations of the Zoning Ordinance are as follows:

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

REQUIRED EXHIBITS FOR VARIANCES The following exhibits shall be required:

- | | |
|------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Yes ___ No | 1. A completed application form. |
| <input checked="" type="checkbox"/> Yes ___ No | 2. An accurate boundary description of the property, in some cases a survey of the property by a licensed Surveyor will be required. |
| <input checked="" type="checkbox"/> Yes ___ No | 3. Evidence of ownership or enforceable option on the property |
| <input checked="" type="checkbox"/> Yes ___ No | 4. An accurate drawing, at scale, showing property lines, locations of existing buildings and proposed project. |

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

FOR OFFICE USE ONLY

Date Submitted 4/29/24 Date Accepted _____ Fee Paid \$ 250

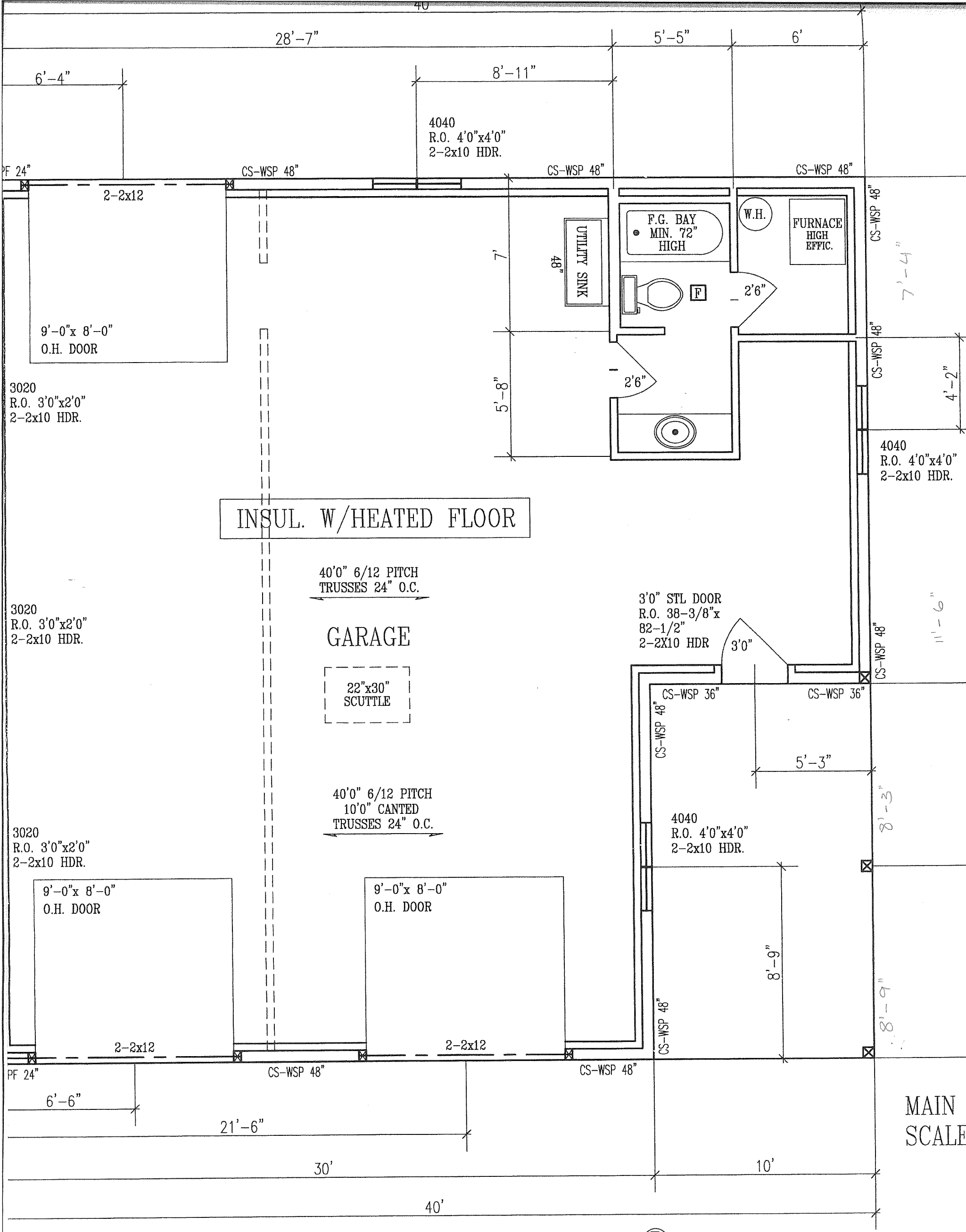
Public Hearing Date: _____

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

If approved, the following conditions were prescribed:

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

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



INSUL. W/HEATED FLOOR

40'0" 6/12 PITCH TRUSSES 24" O.C.

GARAGE

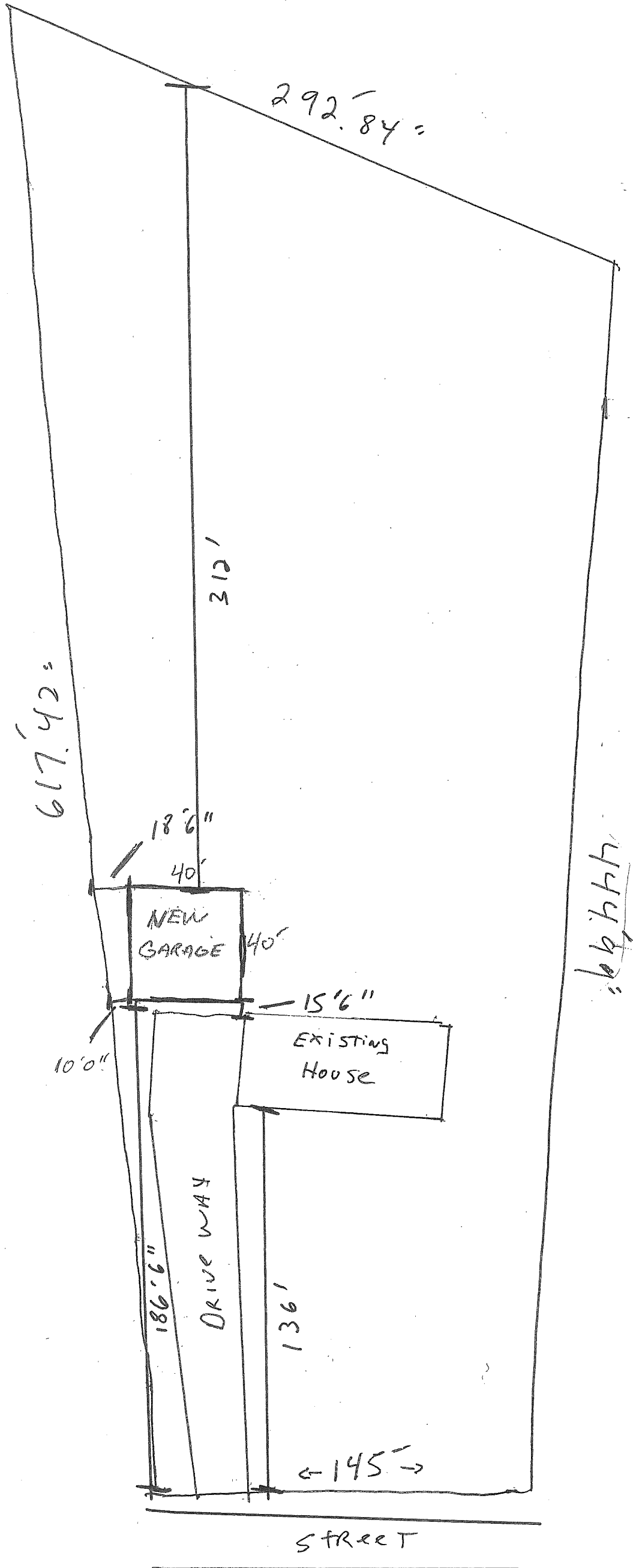
22"x30" SCUTTLE

40'0" 6/12 PITCH 10'0" CANTED TRUSSES 24" O.C.

MAIN SCALE

(B)

609 Golfview Court, Mantokville, MN 55955
Site Plan



Garbage Hauler Bids

The following quotes are for a weekly pick-up of three dumpsters that are 2 yards.

1. Hometown Haulers:
 - a. 209.26/month – This was for two dumpsters, the third was not charged
2. Harter's Disposal:
 - a. \$478.08/month - \$159.36 per dumpster
 - i. This includes all taxes and fees.
 - ii. No breakdown for taxes/fees were presented.
 - iii. No contract
3. Aspen Waste:
 - a. \$540.87/month - \$180.29 per dumpster
 - i. This includes all taxes and fees.
 - ii. No breakdown taxes/fees were presented.
 - iii. No contract
4. LRS:
 - a. \$286.63/month
 - i. This includes:
 1. \$149.00 - dumpsters
 2. \$54.28 – Trash Fuel / Environmental Surcharge
 3. \$48.79 County Tax
 4. \$34.56 – MN Taxes
5. Skjeveland Enterprises
 - a. \$304.50/month - \$70.00 each
 - i. Additional fees added
 1. Dodge County Tax – 28%
 2. Commercial Tax 17%
6. Waste Management:
 - a. See Email on next page

Gretchen@mantorville.com

From: Michael, Lisa <lmichael@wm.com>
Sent: Friday, May 17, 2024 6:02 AM
To: Gretchen@mantorville.com
Subject: RE: RE: City of Mantorville-- Accounts Transitioned to WM

Let me check on that. The taxes, fees and fuel will not change. Your invoices will be exactly the same as they were with Hometown!

Thanks

From: Gretchen@mantorville.com <Gretchen@mantorville.com>
Sent: Thursday, May 16, 2024 2:44 PM
To: Michael, Lisa <lmichael@wm.com>
Subject: [EXTERNAL] RE: City of Mantorville-- Accounts Transitioned to WM

We do have a seasonal dumpster that is in the Campground from the beginning of May until Mid-October or so. It's currently there, but has not been picked up yet. What would be the quote on that? Also, Council was hoping to know what all the applicable taxes, fees, and fuel charges are. Thank you!

Gretchen Lohrbach City Clerk-Treasurer

City of Mantorville
21 5th Street East, PO Box 188
Mantorville, MN 55955
Gretchen@Mantorville.com
507-635-5116

From: Michael, Lisa <lmichael@wm.com>
Sent: Thursday, May 16, 2024 2:40 PM
To: gretchen@mantorville.com
Subject: City of Mantorville-- Accounts Transitioned to WM

Hi Gretchen- I was following up in regard to the transition of your account from Hometown Haulers to WM. Effective 5-1-24.

I wanted to let you know that WM will not be changing rates, and they will stay at the rates you were being charged by Hometown Haulers. These rates are guaranteed for a set no. of months, which at a minimum is 12 months.

Your current information is:

#202-120280: Fire Hall:

Service: 1-2yd for MSW serviced 1x/wk. Monthly rate \$81.13/mo. plus applicable taxes

#202-120552: Mantorville Shop

Service: 1-2yd for MSW serviced 1x/wk. Monthly rate \$68.96/mo. plus applicable taxes

Please let me know if you need any additional information. We are looking forward to servicing your two properties! Please let me know if you need anything else.

Thank you!

Lisa Michael

Market Area Sales Manager
Upper Midwest Market Area
Lmichael@wm.com

C: 612-965-9357
12448 Pennsylvania Ave S.
Savage, MN 55378



Access WM 24/7
with [My WM](#)

Recycling is a good thing. Please recycle any printed emails.

1	SJS1	C200 SoftGuard
1	STDSL	Standard SLA-Equipment Service Agreement (for SendPro C-Series IMI)
1	ZH24	Manual Weight Entry
1	ZH25	HZ02 40 LPM Speed
1	ZHC2	SendPro C200 Base System Identifier
1	ZHD5	USPS Rates with Metered Letter
1	ZHWL	5lb / 3kg Weighing Option for MP81

Your Payment Plan

Initial Term: 60 months	Initial Payment Amount:	
Number of Months	Monthly Amount	Billed Quarterly at*
60	\$ 64.68	\$ 194.04

*Does not include any applicable sales, use, or property taxes which will be billed separately.

- Tax Exempt Certificate Attached
- Tax Exempt Certificate Not Required
- Purchase Power® transaction fees included
- Purchase Power® transaction fees extra

Your Signature Below

By signing below, you agree to be bound by your State's/Entity's/Cooperative's contract, which is available at <http://www.pb.com/states> and is incorporated by reference. The terms and conditions of this contract will govern this transaction and be binding on us after we have completed our credit and documentation approval process and have signed below. If a postage meter rental is included in the Order, additional USPS Acknowledgement of Deposit terms apply which are available by clicking on the hyperlink for your State/Entity/ Cooperative's contract, which are available at <http://www.pb.com/states/Minnesota>. Those additional terms are incorporated by reference.

E-Signed : 07/23/2019 04:49 PM EDT

Camille C. Reber

cityofmant@kmtel.com
 Title: City Clerk Treasurer
 IP: 70.35.100.200

Sertifi Electronic Signature
DocID: 20190718141910249

 Lessee Signature

 Print Name

 Title

 Date

 Email Address

 Pitney Bowes Signature

 Print Name

 Title

 Date

Sales Information

Anthony Catalano	anthony.catalano@pb.com	
Account Rep Name	Email Address	PBGFS Acceptance

2024 USPS® rates*

First-Class Mail®	Retail rate	Pitney Bowes rate
First Class Letter – up to 1 ounce	\$0.68	\$0.64
First-Class Flat - up to 1 ounce	\$1.39	\$1.39
Each additional ounce (letters and flats)	\$0.24	\$0.24
Postcard	\$0.53	\$0.53

Priority Mail®	Retail rate	Pitney Bowes rate	Savings
Zone 1, 1lb	\$9.25	Less than \$7.90	>\$1.35 (>15%)
Zone 1, 5lbs	\$12.45	Less than \$9.25	>\$3.41 (>27%)
Zone 1, Cubic Tier 0.5, up to 20lbs	up to \$22.20	Less than \$9.36	up to >\$12.84 (>59%)
Priority Mail® Flat Rate			
Flat Rate Envelope	\$9.85	Less than \$8.50	>\$1.35 (>14%)
Legal Flat Rate Envelope	\$10.15	Less than \$8.80	>\$1.35 (>13%)
Medium Flat-Rate Box	\$17.10	Less than \$16.00	>\$2.40 (>13%)
APO/FPO/DPO Large Flat Rate Box	\$23.00	\$20.15	\$2.85 (12%)

USPS Ground Advantage	Retail rate	Pitney Bowes rate	Savings
Zone 1, 1– 4 oz.	\$5.00	\$3.79	\$1.21 (24%)
Zone 1, 5 – 8 oz.	\$5.70	\$4.21	\$1.49 (26%)
Zone 1, 9 – 12 oz.	\$6.50	\$4.87	\$1.63 (25%)
Zone 1, 13 to 15.999 oz.	\$8.00	Less than \$6.17	>\$1.83 (23%)
Zone 1, 1lb	\$8.00	Less than \$6.83	>\$1.17 (15%)
Zone 1, 5lbs	\$10.75	Less than \$7.99	>\$2.76 (26%)

Other Package and Shipping Services	Retail rate	PB rate
Media Mail (single piece, up to 1 lb.)	\$4.13	\$4.13
Library Mail (single piece up to 1 lb.)	\$3.92	\$3.92
Priority Mail Express (Zone 1, 1 lb.)	\$30.95	\$26.75
Priority Mail Express (FR Envelope)	\$30.45	\$26.35

Mailing Extra services	
Certified Mail™	\$4.40
Return Receipt – Electronic (eRR)	\$2.32
Return Receipt – Retail	\$3.65
Restricted Delivery	\$11.65

*Effective January 21, 2024

Ways to save

With your Pitney Bowes SendPro® device or PitneyShip® software, **you save 4 cents on every letter** you send vs. using stamps.

Save \$1.33 on every piece of Certified Mail. Electronic Return Receipt (E-RR) offers the same benefits of the traditional "Green Card" without the need for manual processing. With E-RR, all signatures are stored digitally for easy retrieval when needed.

Switch from meter tapes to **USPS shipping labels** and automatically **save with discounts** on Priority Mail, Priority Mail Express, and Ground Advantage. Log into PitneyShip online to print and save. Ask your account manager how the PitneyShip Cube makes it even easier.

PitneyShip saves you even more with **special Pitney Bowes discounts** on Priority Mail and Ground Advantage. Our USPS partnership delivers you the best rates - rates that are so low we can't publish them. PitneyShip also unlocks special Cubic pricing for smaller packages that weigh up to 20 lbs.

Consider **USPS Ground Advantage** for packages weighing **less than a pound** or for packages that don't require expedited shipping. Ground Advantage offers significant savings vs. other shipping services from the major carriers. Its 2-5 day delivery offers another affordable alternative to ground services for packages up to 70lbs.

Your USPS® savings are built-in with Pitney Bowes

Here's how one customer **saved over \$145.39 in one month*** by switching from printing meter tapes to printing USPS shipping labels with PitneyShip.

First-Class Mail®							
	Weight	Zone	Retail rate	PB rate	# pieces	Retail total	PB total
First-Class letter	1 oz.	na	\$0.68	\$0.64	80	\$54.40	\$51.20
First-Class letter	3 oz.	na	\$1.16	\$1.12	20	\$23.20	\$22.40
Certified Return Receipt	1 oz.	na	\$8.69	\$7.36**	23	\$199.87	\$169.28
TOTAL						\$277.47	\$237.74
Priority Mail®							
	Weight	Zone	Retail rate	PB rate***	# pieces	Retail total	PB total
Flat-rate envelope	1 lb.	2	\$9.85	<\$8.50	10	\$98.50	<\$85.00
Medium flat-rate box	1 lb.	1	\$18.40	<\$16.00	11	\$202.40	<\$176.00
Mid-sized box	5 lb.	4	\$15.20	<\$10.89	3	\$45.60	<\$32.67
TOTAL						\$346.50	<\$293.67
Priority Mail® Express							
	Weight	Zone	Retail rate	PB rate	# pieces	Retail total	PB total
Flat-rate envelope	2 lb.	1	\$30.45	\$26.35	2	\$60.90	\$52.70
TOTAL						\$60.90	\$52.70
USPS Ground Advantage							
	Weight	Zone	Major Carrier	PB rate	# pieces	Retail total	PB total
Package	14 oz.	1	\$13.28 ****	<\$6.17	7	\$92.96	\$43.19
TOTAL						\$92.96	\$43.19

First-Class Mail savings: **\$34.59**

Priority Mail savings: **>\$52.83**

Priority Mail Express savings: **\$8.20**

Ground Advantage savings: **\$49.77**

Grand total monthly savings:
>\$145.39

*Information based on January 21, 2024 USPS rates

**Savings based on using Return Receipt Electronic with PitneyShip

*** Special Pitney Bowes rate that is lower than published Commercial pricing, so we can't publish it. Price is automatically selected in PitneyShip and SendPro software.

****Carrier rate based on published zone 1, 1lb rate delivered to commercial address.

