

Proposed- Meetings held in City Hall- 217 West Center Street, Dover

City of Dover Agenda Thursday night, June 5th, 2025, Regular Meeting

1. Meeting call to order at 7:00 PM-City Hall-217 West Center Street
2. Next scheduled meeting is ?, 2025.
3. Agenda approval
4. Citizen Items as brought forward-
5. Meeting Minutes for Approval from last month's meeting(s).
6. Review Financial statements and bills to be paid since the last meeting.
7. Clerk's report

New business

8. New computer discussion-Melanie to update
9. Liability waiver
10. Tractor discussion
11. Discuss ordinance update/timeline
12. Sheriff's Contract Proposal
13. Neighbor's Pub request for Special Event Permit
14. Discuss July Meeting Date
15. Close streets for July 3rd celebrations.

Old Business

16. July 3rd/4th events.

Council member reports/other items.

Meeting adjourns:

Gary Pedersen-Dover City Clerk/treasurer

Melanie McGrath-Dover City Clerk/Treasurer

City of Dover Regular Monthly Meeting Minutes April 3, 2025

The Regular Monthly Meeting of the Dover City Council was called to order at 7:00 PM by Vice-Mayor Jaime Putzier in the City Hall as posted.

Present were Council Members Jaime Putzier, Chelsie Kiekbusch, Eric Tyler and Jodi Nicklay. Absent Mayor Dave Iseminger. Staff present Gary Pedersen, Clerk/Treasurer and Rick Jones Maintenance Person. Others in attendance: Dustin Bell.

Motion by Member Tyler and seconded by Member Kiekbusch to approve the agenda as presented, the motion carried.

Citizen items brought forward: none

Motion by Member Kiekbusch and seconded by Member Nicklay to approve the meeting minutes as presented from the last meeting, the motion carried.

Motion by Member Nicklay and seconded by Member Kiekbusch to pay bills as presented and accept the financial statements, the motion carried.

New Business:

Motion by Member Nicklay and seconded by Member Tyler to approve and pay Donald Millard yearly fee of \$600 for brush dump, the motion carried.

Motion by Member Nicklay and seconded by Member Kiekbusch to approve the application by Neighbors Pub to host a party on their outside patio which will include a DJ on May 3rd, 2025, from 2 to 6 pm, the motion carried with conditions as listed on the permit.

Old Business: none

Council Members:

Member Nicklay was asked by a resident if dog dump stations could be provided at the city park. Discussion took place and it was decided that because the city only has an employee work three mornings a week the dump stations would smell to much without being emptied daily.

Member Kiekbusch- working on an "activity group" but learning more about regulations setting one up very involved and we must see if there is enough interest by residents to help with such a committee first.

Member Putzier addressed the yearly garage sale dates to go along with Eyota- set dates this year for May 16 and 17th (Friday and Saturday). Will post on website and Facebook.

Citizen Dustin Bell showed up and discussed possible "car show" and a ball tournament for Dover's July 3rd celebration. He proposed the car show from 4 to 9 PM on the 4th of July (first time late in the day due to the show in Stewartville) not sure how well that would work to block off main street. The ball tournament would be proposed for the morning of July 4th. It was decided before any decision the council would contact the businesses on the main street to get their input on blocking the main street on July 4th. Will discuss again next month.

Motion by Member Tyler and seconded by Member Kiekbusch to adjourn at 8:02 pm, the motion carried.

Minutes by: Gary Pedersen, Clerk/Treasure

Account	2025	2024	2023
General Checking	\$ 84,209.44	\$ 109,668.43	\$ 104,313.81
Money Market	\$ 192,135.43	\$ 177,498.07	\$ 322,107.35
Bremer-CD	\$ 400,000.00		
Stifel	\$ 660,071.29	\$ 634,231.19	\$ 602,000.00
Fire Fund Money	\$ (215,187.83)	\$ (94,869.22)	
General Money total	\$ 1,121,228.33	\$ 826,528.47	\$ 1,028,421.16
Special Truck fund	\$ 43,422.71	\$ 14,869.22	\$ 69,651.31
Stifel	\$ 998,191.57	\$ 779,517.97	\$ 551,000.00
General Act Fire Fund	\$ 215,187.83	\$ 94,869.22	
Truck fund total	\$ 1,256,802.11	\$ 889,256.41	\$ 620,651.31
EDA Account	\$ 97,606.29	\$ 94,487.40	\$ 92,806.12
Money dedicated to			
Public Safety	\$ 34,658.00		
Street Signs	\$ (3,011.88)		
Street Signs-2nd order	\$ (478.48)		
TrafficLogix Sign	\$ (3,133.00)		
sign permit	\$ (250.00)		
8 barricade signs	\$ (1,824.72)		
Fire Department-radios	\$ (22,000.00)		
Baseball donation for parks	\$ 5,000.00		
	\$ 8,959.92		
Land Sale Bolton	\$ 55,776.90		

Date	person	purchase item	amount charged	Venue
2-May	Rick	Retainers-Brush Pile	\$19.51	Ace
14-May	Rick	Toilet Repair Items for City Park	\$23.97	Ace
21-May	Rick	Letters for old City Hall Door	\$8.99	Ace
16-May	Rick	Fuel-City Truck	\$69.17	Whitewater
23-May	Rick	Tire for City Sprayer	\$34.99	Menards
7-May	Rick	Oil Change Items for City Trcuk	\$47.30	Napa
12-May	Gary	Go-Daddy Renewal	\$45.98	VISA
13-May	Gary	Domain Renewal	\$46.34	VISA
21-May	Melanie	Notary Stamp Purchase	\$33.24	VISA
27-May	Melanie	DocuSend	\$273.74	VISA
		total month misc.	\$603.23	

LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage. Email completed form to your city's underwriter, to pstech@lmc.org, or fax to 651.281.1298.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name:

Check one:

The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04.

The member **WAIVES** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting:

Signature: _____

Position:



KEVIN TORGERSON
Olmsted County Sheriff

101 4th Street SE, Rochester, MN 55904-3718
Law Enforcement Center: 507-328-6750
Adult Detention Center: 507-328-6790
Emergency Operations Center: 507-328-6100
911 Communications Center: 507-328-6800

May 19, 2025

City Clerk Gary Pedersen
Dover City Hall
217 West Center Street
Dover MN 55929

Re: 2026-27 Dover Contract

Enclosed is your contract for Law Enforcement services for your review and signature.

A review was conducted to ensure that the direct costs related to services to our small cities aligned with our contract reimbursement requests. The Olmsted County Board has approved increases to the contracts of 6% for 2026 and 4% for 2027 to bring our estimated direct operating costs in line with your contract charges. We have carefully reviewed all of our contracts and have determined the following:

Your contract amounts will be:

\$44,315 (6% increase) for 2026 and \$46,088 (4% increase) for 2027

Our indirect costs, which are not included in your cost, include our squad costs; training; the Records, Evidence and Dispatch service areas; information technology services; and administrative supervisions, including Chief Deputy, Captains, Sergeants as well as all Investigation services.

Please review your contract and feel free to contact me if you would like me to answer any questions. The Sheriff or I would be happy to attend the Council Meeting when they review the contract. Once you've obtained signatures, please send your contract back with Deputy Severson to our office by June 26, 2025.

Thank you,

Chief Deputy James E. Schueller
Director of Law Enforcement Services

Enclosures

2026-2027 - LAW ENFORCEMENT SERVICES AGREEMENT

COUNTY OF OLMSTED - CITY OF DOVER

THIS AGREEMENT is made and entered into this 1st day of January 2026, by and between the County of Olmsted and the Olmsted County Sheriff's Office, hereinafter referred to collectively as the County, and the City of Dover, hereinafter referred to as the Municipality, for the period of January 1, 2026, through December 31, 2027.

WITNESSETH:

The Municipality having a need for the provision of law enforcement services within its corporate limits and wishing to contract with the County for the provision of such services; and

The County agreeing to render such services and law enforcement functions on the terms and conditions set forth as follows; and

Such contracts being authorized by the provisions of Minnesota Statutes Sections 436.05, 471.59, 626.76 and 629.40;

IT IS AGREED that pursuant to the above statutes and in consideration of the agreements expressed herein that:

- I. The County agrees to provide police protection within the corporate limits of the Municipality to the extent, and in the manner, hereinafter set for:
 - A. Except as otherwise specifically set forth in this contract, such services shall encompass the duties and functions of the type normally coming within the jurisdiction of the Olmsted County Sheriff pursuant to State law; and in addition, the Sheriff and his duly assigned deputies shall, within the Municipality's corporate limits, exercise all the police powers and duties of city police officers and provided by State Statutes.
 - B. The provision of services, the standard of performance, the discipline of the deputies, and other matters incident to the performance of such services, and control of personnel so employed, shall remain in and under the control of the Sheriff. In the event of dispute between the parties, as to the extent of the duties and functions to be rendered hereunder, or the level or manner of performance of such services, the determination made by the Sheriff shall be final and conclusive as between the parties.
 - C. Such Services shall include the enforcement of Minnesota State Statutes, and the Municipal ordinances of the Municipality, which are of the same type or nature as State Statutes enforced by the Sheriff in the unincorporated portions of the County.



- II. It is agreed that the Sheriff shall have all reasonable and necessary cooperation and assistance from the Municipality, its officers, agents, and employees, so as to facilitate the performance of this contract.
- III. The County shall furnish and supply all necessary labor, supervision, equipment, and communications facilities for dispatching, jail detention (including the cost of such detention), and such patrol and other police services as are specified in paragraph IX of the contract.
- IV. The Municipality shall not be liable for the direct payment of any salaries, wages, or other compensation to any County personnel performing services under this contract.
- V. The Municipality shall not be liable for the compensation or indemnification of the Sheriff, or any of his employees, for injuries or sickness arising out of their employment under this contract, and the County agrees to hold harmless the Municipality against such claims.
- VI. The County, its officers, and employees shall not be deemed to assume any liability for the intentional or negligent acts or omissions of the Municipality, or any officer, agent, or employee thereof, and the Municipality agrees to hold harmless, indemnify, and defend the County, its officers and employees from any and all claims for damages arising therefrom.

The Municipality, its officers, and employees shall not be deemed to assume any liability for the intentional or negligent acts or omissions of the County, or any officer, agent, or employee thereof, and the County agrees to hold harmless, indemnify and defend the Municipality, its officers, and employees from any and all claims for damages arising therefrom.
- VII. The Municipality shall hold harmless, indemnify, and defend the County, its officers, and employees from any and all claims for damages resulting from the enforcement of any ordinances of the Municipality, excepting claims arising from the personal misconduct or negligence of a Sheriff's Deputy or employee.
- VIII. It is understood and agreed by the parties that no deputy or other employee of the Sheriff shall be deemed an employee of the Municipality, except as specifically stated in this contract.
- IX. The County agrees to provide law enforcement services as follows: The County agrees to provide a level of service consistent with the same basic level of service that is provided during the term of this agreement in the unincorporated areas of the County and provide a patrol force within the Municipality utilizing the equivalent of one officer working a 14 hour week. The patrol shall be exercised through the employment of one patrol car, to be supplied, equipped, and maintained by the County, and staffed by Sheriff's deputies. This daily patrol service will provide those services ordinarily provided by municipal police officers. The time of this patrol services shall be determined by agreement

between the Municipality through its safety committee and the Sheriff. These times may be adjusted periodically to enhance the effectiveness of the coverage.

X. The Municipality agrees to pay the County the sum of:

Patrol Services	2026: \$44,315	2027: \$46,088
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said sum being payable in equal quarterly installments each year during the contract term. Any negotiated adjustment in the contract amount will result in adjustment to the installment payments so that the full-adjusted contract amount is paid by the end of the contract term.

- XI. This contract shall not alter the responsibility for the prosecution of offenses occurring within the Municipality as is currently provided by law. Likewise, the collection and distribution of fine monies shall be controlled in the manner provided by law.
- XII. In the event that supervisory personnel of the Sheriff determine that officers assigned to patrol duty within the municipality are needed in other areas of the County to respond to emergency situations, the Sheriff reserves the right to temporarily remove the patrol deputy from the Municipality.
- XIII. This contract may be renewed for successive periods of one year. Said renewal shall be accomplished in the following manner:
- A. Not later than 60 days prior to the expiration of the current contract the County, through the Sheriff, shall notify the Municipality of its intention to renew. Such notification shall include notice of any increase in the total contract cost.
 - B. Not later than 30 days prior to the expiration of the current contract, the Municipality shall notify the Sheriff of its intention to renew the contract. The Municipality shall also indicate its acceptance of the increased costs if any.
 - C. The renewal of the contract shall be officially approved by the party's respective governing bodies prior to the expiration of the current contract.
- XIV. The parties to this contract agree to meet during the period of the contract at any request of any party for the purposes of discussing the improvement in the implementation of the contract or to make any adjustments necessary to reflect changing conditions during the term of the contract. However, no modifications shall be effective until reduced to writing and signed by the parties.
- XV. This contract is subject to the provisions of Minnesota Statutes 16C.05 and all books, records, documents and accounting procedures and practices of the parties are subject to examination pursuant to that statute.

XVI. It is understood and agreed that the entire agreement of the parties is contained herein and that this agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter.

XVII. It is understood and agreed that this agreement may be modified or terminated by either party upon 90 days' notice in the event the State of Minnesota reduces its aids or contributions to the Municipality or the County which are payable during the term of this agreement.

IN WITNESS WHEREOF, the Municipality, City of Dover, by resolution duly adopted by its governing body, has caused this agreement to be signed by its Mayor and attested by its Clerk, and the County of Olmsted by resolution of the County Board of Commissioners, has caused this agreement to be signed by the Olmsted County Sheriff, the Chairman of the Olmsted County Board of Commissioners, and attested by the Olmsted County Deputy Clerk of the Board, all on the day and year first above written.

COUNTY OF OLMSTED

Attest:

Deputy Clerk

By: _____
Chairman, Board of County Commissioners

CITY OF DOVER

Attest:

City Administrator

By: _____
Mayor, City of Dover

OLMSTED COUNTY SHERIFF'S OFFICE

Attest:

By: _____
Sheriff of Olmsted County

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Dover City Hall - 218 N Chatfield Street - PO Box 116 - Dover, Minnesota 55929 - phone 507-932-4314

County of Olmsted

STATE OF MINNESOTA

Municipality of Dover

ONE DAY PERMIT FOR SPECIAL EVENT

Applicant's name: Neighbors Pub Signature [Signature]

Address of Event: 224 N main Phone 507 2544040

Date of Event: 7/3/25 Time of Event: 5:00 - 9:00 pm

Purpose of Event: Back Parking - DJ live music

Description of request and describe area to be used for the event:

DJ playing live music in back parking lot of Neighbors Pub. Pre-firework gathering.

- No sales shall be permitted except in that part of the premises described in the special event license application. This is in addition to other licenses that are currently held.
- Insurance must cover all areas where alcohol is served.
- Every application must include a copy of each summons received by the applicant under Minn. Stat. 340A.802 during the preceding year.
- Must abide by the City's noise standards; no unusual noise between hours of 8 PM and 6 AM, and unnecessary and unusual noise between 6 AM and 8 PM by any machine or the exercise of any trade.
- 402.09 LICENSE RESTRICTIONS; SUBD. 4- LICENSE LIMITED TO SPACE SPECIFIED. A retail license to sell any alcoholic beverage is only effective for the compact and contiguous space specified in the approved license application. Alcoholic beverages may be sold outside for outside special events only upon request and must be approved by the Dover City Council. Any outside liquor sale must end by 9:00 PM unless community sponsored event.

EVENT PERMIT IS HEREBY GRANTED BY THE DOVER CITY COUNCIL

Conditions: _____

THIS _____ DAY OF _____, 20____

Attest: _____

Mayor: _____

Gary Pedersen, Dover City Clerk

Dave Iseminger, Mayor- City of Dover



Dover City Hall - 218 N Chatfield Street - PO Box 116 - Dover, Minnesota 55929 - phone 507-932-4314

County of Olmsted

STATE OF MINNESOTA

Municipality of Dover

ONE DAY PERMIT FOR SPECIAL EVENT

Applicant's name: Neighbors Pub Signature [Signature]

Address of Event: 224 N Main Phone 507 2544040

Date of Event: July 4, 2025 Time of Event: 11:00 Through afternoon

Purpose of Event: Annual Chicken Feed

Description of request and describe area to be used for the event:
Chicken feed, grill, tables/tent set up in back parking lot, 2:00-5:00 Live music - one musician

- No sales shall be permitted except in that part of the premises described in the special event license application. This is in addition to other licenses that are currently held.
- Insurance must cover all areas where alcohol is served.
- Every application must include a copy of each summons received by the applicant under Minn. Stat. 340A.802 during the preceding year.
- Must abide by the City's noise standards; no unusual noise between hours of 8 PM and 6 AM, and unnecessary and unusual noise between 6 AM and 8 PM by any machine or the exercise of any trade.
- 402.09 LICENSE RESTRICTIONS; SUBD. 4- LICENSE LIMITED TO SPACE SPECIFIED. A retail license to sell any alcoholic beverage is only effective for the compact and contiguous space specified in the approved license application. Alcoholic beverages may be sold outside for outside special events only upon request and must be approved by the Dover City Council. Any outside liquor sale must end by 9:00 PM unless community sponsored event.

EVENT PERMIT IS HEREBY GRANTED BY THE DOVER CITY COUNCIL

Conditions: _____

THIS _____ DAY OF _____, 20____

Attest: _____

Mayor: _____

Gary Pedersen, Dover City Clerk

Dave Iseminger, Mayor- City of Dover

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