

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

City of Dover Agenda Thursday night, July 1, 2024, Regular Meeting- meeting night change due to July 4th Holiday-

1. Meeting call to order at 7:00 PM-City Hall-217 West Center Street
2. Next scheduled meeting is August 1, 2024.
3. Agenda approval
4. Zone Change request- public hearing for Marlene Erickson.
5. Citizen Items as brought forward-
6. Meeting Minutes for Approval from last month's meeting(s).
7. Review Financial statements and bills to be paid since the last meeting.
8. Clerk report.

New business

- LMC possible dues increase.
- Fee schedule for Development Applications, adding grading plans.
- Special event application for August 17 by Neighbors Pub.
- Grading plan review for Hiawatha Snow-Seekers.

Old Business

- Working on website upgrades (turned in pictures of city).

Council member reports/other items.

Meeting adjourns:

Gary Pedersen-Dover City Clerk/treasurer

PROPOSED

City of Dover Regular Monthly Meeting Minutes June 6, 2024

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

Present were Mayor Dave Iseminger, Council Members Jaime Putzier, Eric Tyler, Jodi Nicklay and Chelsie Kiekbusch. Absent- None. Staff present Gary Pedersen, Clerk/Treasurer, Deputy Clerk Karen Henry. Others in attendance: Jim Nigon-Heartman Insurance, Dan Bolton Marlene Erickson, Wayne Bendickson and Commissioner Brian Mueller.

Motion by Member Tyler and seconded by Member Kiekbusch to approve the agenda switching items 4 and 6 on the agenda as presented, the motion carried.

Citizen items:

Marlene Erickson addressed the council. She has agreed to purchase “the old church” property and will be applying to have the zone changed to single family. Hopes to move in as soon as she can, she has also filed for a building permit to make the change in use for the building. The zone change will be heard at the city meeting scheduled for July 1st, 2024.

Wayne Bendickson provided the council with pictures of the washing in the ditch that has taken place since the ditch work was completed last year. This is along 7th street SW. The council talked about options on how to control the washing better in the future.

Mr. Jim Nigon addressed the council on its yearly renewal of the property and work comp insurance for 2024. The city building evaluations are approaching 1 million in value.

Motion by Member Nicklay and seconded by Member Kiekbusch to “not” cover the old city hall building, as Mr. Nigon assured the council that the contents would still be covered, the motion carried unanimously.

Scheduled Public Hearing by the City to rezone a parcel from government buildings/land to R-1 (single family residential).

Mayor opened the “public hearing”- no comments from the public.

The staff report was reviewed by the council.

Motion by Member Putzier and seconded by Member Tyler to approve the proposed zone change for lots 7 & 8 of block 2 of the Sheek’s Addition to R-1, single family residential, the motion carried unanimously.

Public Hearing closed.

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

Motion by Member Nicklay and seconded by Member Kiekbusch to approve the financial statements and pay the bills as presented for the past month, the motion carried.

Clerk Report:

- Tuckpointing on the community center about done.
- Peoples Energy Cooperative gave a donation to cover the kids pedal pull competition for July 3rd.

PROPOSED

New Business:

The following city streets will be closed for July 3rd and July 6th events as listed:

- July 3rd- Park St to Pleasant from county road 10 between firehall and city park from 4 PM to 8 PM for the kid pedal pull contest.
- South ST W from county road 10 to pleasant ST S to county road 142 from 4 PM until after the fireworks is done on July 3rd.
- July 6th- for car show- Main Street from Center ST E to Bedtke's elevator west to the alley between the town hall and the city maintenance shed from 7 AM to 4 PM or until the barricades are taken down and the event is done.
- July 6th- Main Street S south of 6th St SE for the garden tractor pull from 10 AM to 6 PM or until the barricades are taken down and the event is done.

Motion by Mayor Iseminger and seconded by Member Putzier to approve the above street closures, the motion carried.

Motion by Member Kiekbusch and seconded by Member Nicklay to purchase seven more street closed signs for use around the city, the motion carried. One had been purchased before and the seven are to be the same kind.

Motion by Member Kiekbusch and seconded by Member Tyler to approve the list of election judges for the upcoming primary, consisting of nine judges, the motion carried.

Old Business:

Motion by Member Putzier and seconded by Member Kiekbusch to have the garbage collection committee consist of – Jaime Putzier, Jodi Nicklay, Dan Bolton, Terry Lehnertz and Teresa Pierce, the motion carried unanimously. The first meeting will be held at city hall on June 26th at 6:30 PM.

Discussion took place on purchasing a module from Banyon to handle the Water and Sewer billings, the item is tabled until further notice for more information.

Street repairs were discussed for potholes and damaged areas like we normally do each summer.

Motion by Member Putzier and seconded by Member Kiekbusch to allow the street committee and employees to decide what repair should be done up to \$30,000 as a maximum amount to spend on street repair, the motion carried.

Council Members:

Two mowing lawn letters to be sent out.

Discussion on mowing the pond east of the city.

Motion by Member Kiekbusch and seconded by Member Putzier to have the pond area mowed like in the past, the motion carried.

Commissioner Mueller gave a short presentation.

Motion by Member Tyler and seconded by Member Kiekbusch to adjourn the regular meeting at 9:00 PM, motion carried.

Minutes by: Gary Pedersen, Clerk/Treasurer

Account	2024	2023	2022
General Checking	\$ 390,106.54	\$ 280,893.06	\$ 105,605.49
Money Market	\$ 127,917.59	\$ 322,372.10	\$ 39,640.03
Money Market or CD	\$ 633,956.70	\$ 602,000.00	\$ 600,000.00
General Money total	\$ 1,151,980.83	\$ 1,205,265.16	\$ 745,245.52
Special Truck fund	\$ 23,061.18	\$ 69,604.86	\$ 75,130.24
Truck fund MM or CD	\$ 779,517.97	\$ 551,000.00	\$ 376,864.75
Truck fund total	\$ 802,579.15	\$ 620,604.86	\$ 451,994.99
EDA Account	\$ 94,759.21	\$ 92,882.40	\$ 91,929.55
			\$ 42,073.66
		84,147.33	\$ 84,147.33
			June
Money dedicated to			
Public Safety	\$ 34,658.00		
Street Signs	-3011.88		
Street Signs-2nd order	-478.48		
TrafficLogix Sign	-3133.00		
sign permit	-250.00		
8 barricade signs	-1824.72		
	\$ 25,959.92		
Land Sale Bolton	\$ 55,776.90		

CITY OF DOVER
Check Reconciliation
Checking 21150041
10100 CHECKING
July 2024

Account Summary

Beginning Balance on 6/1/2024	\$109,668.43
+ Receipts/Deposits	\$143,135.99
- Payments (Checks and Withdrawals)	\$88,302.88
Ending Balance as of 6/30/2024	\$390,106.54

Cleared	\$164,501.54
Statement	\$390,106.54
Difference	(\$225,605.00)

Cash Balance

Active 101-10100 GENERAL FUND	-\$179,575.93
Active 201-10100 Equipment Replacement Fund	\$801,777.84
Active 250-10100 FIRE FUND	-\$644,439.74
Active 301-10100 DEBT SERVICE	-\$19,111.26
Active 401-10100 CAPITAL PROJECTS	\$0.00
Active 501-10100 EDA Fund	\$0.00
Active 601-10100 WATER-SEWER FUND	\$181,988.59
Cash Balance	\$140,639.50

Beginning Balance	\$109,668.43
+ Total Deposits	\$143,135.99
- Checks Written	\$112,164.92
Check Book Balance	\$140,639.50
Difference	\$0.00

4.

Dover City Hall –217 West Center Street - PO Box 116 - Dover, Minnesota 55929 – phone 507-932-4314

DEVELOPMENT APPLICATION/CITY OF DOVER

NAME OF APPLICANT: _____ DATE: _____

ADDRESS OF APPLICANT: _____

TELEPHONE NUMBER: _____ email _____

SIGNATURE OF PROPERTY OWNER: _____

LEGAL DESCRIPTION: _____

TYPE OF APPLICATION

(Please check appropriate box)

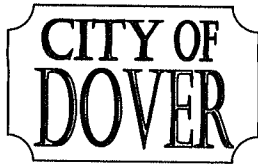
- | | |
|--------------------------------|-----------|
| ___ Permitted Home Occupation- | \$75.00 |
| ___ Conditional Use Permit- | \$450.00 |
| ___ Variance Residential- | \$450.00 |
| ___ Variance Commercial- | \$1350.00 |
| ___ Re-Zoning- | See Clerk |
| ___ Preliminary Plat- | See Clerk |
| ___ Final Plat- | See Clerk |
| ___ Grading Plan | See Clerk |
| ___ Other- | See Clerk |

REASON FOR APPLICATION: (PLEASE DESCRIBE IN DETAIL)

_____ Approved _____ with conditions (see attached) _____ Denied

Authorized Signature: _____

City Clerk or Designee



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Development Fees as of 7/29/2021,2022,2023,2024

- Permitted Home Occupation-----\$75.00
- Grading plan-----\$75.00
- Conditional Use Permit-----\$ 450
- Conditional Use Permit, Commercial _____ \$1350
- Home Occupation Permit Application -----\$ 450
- Variance Application- Residential-----\$ 450
- Variance Application, Residential involving multiple lots, per additional lot---\$ 135
- Variance Application, Commercial -----\$ 1350
- Metes & Bounds- lot line shift-----\$450
- Preliminary Plat Application -----\$900
 - Each lot in subdivision-----\$ 9/lot
- Final Plat Application -----\$ 1125
 - Each lot in subdivision-----\$ 9/lot
- Water connection/ meter per lot -----\$ 580
- Sewer connection residential- one SAC 10,000 gallons non processed-----\$2,640
- Sewer connection equal two SAC over 10,000 gallons non-processed—Sewer System Determination
- Sewer Connection- significant Industrial users--- Sewer System Determination
- Zone Change Application
 - Residential-----\$ 900
 - Per acre-----\$18/acre
 - Commercial-----\$2250
 - Per acre-----\$45/acre

Make all checks payable to the City of Dover- Any questions contact Dover City Clerk



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: Brad Glynn Signature

Address of Event: Neighbors Pub Phone 507-2544040

Date of Event: Aug 17th Time of Event: 5:00p - Band done by 9:00p

Purpose of Event: Annual .2K Marathon

Description of request and describe area to be used for the event:
Participants will meet at Neighbors Pub in back lot, walk/run around the block (.2K) and then return to pub. Band set up outside on ~~back lot~~ side patio.

- 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