

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

City of Dover Agenda Thursday night, November 7, 2024, Regular Meeting-

1. Meeting call to order at 7:00 PM-City Hall-217 West Center Street
2. Next meeting- continued meeting November 14th at 7 pm in City Hall- canvass meeting.
3. Next scheduled meeting is December 5, 2024.
4. Agenda approval
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.

Old Business

New business

- List of delinquent utility accounts to send letters for assessing their property taxes due in 2025 if not paid in full by the end of this year. If they request a hearing will be scheduled for our December meeting.
- Olmsted County Hazard Mitigation Plan- if we adopt then would be eligible for mitigation and restoration grants.
- SEMCAC request for payment to support their service.
- Renewal of agreement with Sunflower Photography.
- Renewal of agreement with Quality Cleaning for Community Center.
- Quote to repair two fire hydrants.
- Adopt resolution for Olmsted County All-Hazard Mitigation Plan.
- Water main break on 10/29/30 Pearl Street South & Water issue west center street.
- Quote to fix two fire hydrants in the city about \$2500 each.
- The Sanitary District- appointed two-year term currently held by Eric Tyler.
- December Meeting will have:
 - Final tax levy hearing/decision
 - Seek mowing quotes for mowing seasons 2025, 2026 and 2027.

Council member reports/other items.

Meeting ~~adjourns~~ Continued: November 14th at 7 pm for canvass board meeting of election.

Gary Pedersen-Dover City Clerk/treasurer

PROPOSED

City of Dover Regular Monthly Meeting Minutes October 3, 2024

Public Hearing for the City of Dover Residents was called to order at 6:30 by Mayor Iseminger to take public input on the proposal of “organized garbage collection” for the City of Dover.

Comments were made positively toward having organized collection to save on street damage and hopefully to get better collection rates for the residents.

Discussion took place on styles of garbage collection trucks-split body etc. Benefits and downsides of bi-weekly collection of recycling. The residents in attendance said they would like some options for garbage containers sizes. Suggestions for seeking agreements and what they should look like were- have companies agree to remove old cans at no cost (if they do not get the bid) in order to submit a bid should agree to doing this, and it should also in agreement language for future possible changes for companies at new bid times; use “invoice total”, address added fees for covers that are not completely closed to protect the residents, and something in the agreement to address if the company does not correctly charge the customers the agree rate (fines and or termination of agreement).

Public Hearing was closed by the Mayor Iseminger at 7:05 PM.

The Regular Monthly Meeting of the Dover City Council was called to order at 7:08 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 and Marvin Ihrke, Water Supervisor. Others in attendance: County Commissioner Mueller, Renee Putzier, Janet Scofield, David Holseth, Ross Huber (Harter) and David Meyer (LRS).

Citizen items: None

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

Motion by Member Nicklay and seconded by Member Kiekbusch to approve the regular meeting minutes and closed session meeting minutes for the last month, the motion carried.

Motion by Member Tyler and seconded by Member Nicklay to approve the monthly financial statements and to pay the monthly bills as presented, the motion carried.

Clerk Report/ with action required on some topics:

County Assessor information request.

LMC billing cycle changes for the future of membership dues.

New Business

Main street painting of parking area through the center to keep vehicles in the center so others can drive through without having to dodge parked vehicles. The concept moved forward to get a quote and plan drawn.

Motion by Member Nicklay and seconded by Member Kiekbusch to replace the fans and bulbs in the gym at the community center, the motion carried.

PROPOSED

Motion by Member Tyler and seconded by Member Kiekbusch to delegate to Olmsted County the licensing for potential cannabis businesses in Dover, the motion carried.

Motion by Member Tyler and seconded by Member Putzier to send a "resolution" to address the desire of the Council to not have any cannabis businesses in Dover, but with a maximum of one at any one time, motion carried. Use the population as the basis of the resolution Dover has a population of 777 and according to state law at a minimum one business must be licensed for every 12,500 people in the county.

Motion by Member Tyler and seconded by Member Kiekbusch to allow the county to keep the City of Dover's share of the state voter account funds (\$148.42-Dover's share), carried. The County provides the election equipment and ballots, testing ballots, absentee ballot work and employees to have the equipment ready for each election.

Motion by Member Kiekbusch and seconded by Member Nicklay to approve the sewer district proposed 2% increase in charges for 2025, the motion carried.

Motion by Member Tyler and seconded by Member Putzier to move forward with "organized garbage collection" in Dover, the motion passed unanimously.

Members Putzier and Nicklay will work on the "request for proposal" to send to the licensed haulers in Olmsted County to seek bids for the organized collection.

Old Business- None

Council Members:

Commissioner Mueller spoke a little on ongoing items by the County.

Member Kiekbusch talked about the upcoming ATV ride to benefit our ball fields.

Motion by Member Tyler and seconded by Member Putzier to adjourn the regular meeting at 8:22 PM, motion carried.

Minutes by: Gary Pedersen, Clerk/Treasurer

Account	2024	2023	2022
General Checking	\$ 111,107.11	213,379.65	87,296.13
Money Market	\$ 482,979.81	473,928.86	319,966.96
Stifel CD's	\$ 646,631.28	615,000	600,000.00
Fire Fund Amount	\$ (175,000.00)	-176,554.90	
General Money total	\$ 1,065,718.20	1,125,753.61	1,007,263.09
Special Truck fund	\$ 28,676.77	68,119.05	32,387.31
In transit to Stifel	\$ 50,000.00		120,428.83
Stifel CD's	\$ 800,424.04	557,000	300,000
General Fund Fire	\$ 175,000.00	176,554.90	
Truck fund total	\$ 1,054,100.81	801,673.95	\$ 452,816.14
EDA Account	\$ 95,881.80	93,195.80	\$ 92,037.80
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		OCTOBER
Land Sale Bolton	\$ 55,776.90		

BREMER

PO Box 1000
Lake Elmo, MN 55042-1000

CITY OF DOVER
PO BOX 116
217 W CENTER ST
DOVER MN 55929

Last statement: September 30, 2024
This statement: October 31, 2024
Total days in statement period: 31

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XXXXXX0041
(0)

Direct inquiries to:
Your Local Branch or, 800-908-Bank
(2265)

Bremer Bank National Association
372 St Peter St
St Paul MN 55102

Community Business W/Interest

Account number	XXXXXX0041	Beginning balance	\$126,423.52
Low balance	\$110,218.92	Total additions	45,479.36
Average balance	\$119,748.84	Total subtractions	60,795.77
Avg collected balance	\$119,309	Ending balance	\$111,107.11
Interest paid year to date	\$192.09		

CHECKS

Number	Date	Amount	Number	Date	Amount
19937	10-04	300.00	19975	10-16	156.00
19940 *	10-24	105.00	19976	10-15	136.06
19957 *	10-02	960.00	19977	10-11	162.99
19958	10-02	135.31	19978	10-17	18,517.54
19959	10-16	1,500.00	19979	10-15	129.50
19960	10-03	649.18	19980	10-15	384.18
19961	10-02	915.85	19981	10-15	9.80
19962	10-02	2,873.86	19982	10-11	3,355.19
19963	10-10	392.49	19983	10-17	73.33
19964	10-15	1,680.00	19984	10-31	649.18
19965	10-04	8,100.06	19985	10-21	226.15
19966	10-08	10,147.25	19986	10-22	154.62
19967	10-10	378.44	19987	10-23	591.56
19968	10-08	1,630.00	19988	10-21	57.54
19969	10-10	64.32	19990 *	10-29	10.00
19970	10-09	65.66	19991	10-29	359.70
19971	10-17	23.23	19992	10-31	649.18
19972	10-10	87.51	19997 *	10-31	40.00
19973	10-15	81.50			
19974	10-30	12.15			

* Skip in check sequence

4.



FEMA

October 17, 2024

Ms. Kristen Dellwo
Homeland Security and Emergency Management
Minnesota Department of Public Safety
444 Cedar Street, Suite 223
Saint Paul, MN 55101

Dear Ms. Dellwo:

The Olmsted County 2024 Hazard Mitigation Plan was reviewed based on the local plan criteria contained in 44 CFR Part 201, as authorized by the Disaster Mitigation Act of 2000. The Olmsted County 2024 Hazard Mitigation Plan met the required criteria for a multi-jurisdictional hazard mitigation plan and the plan is now approved for Olmsted County and The City of Rochester.

To ensure that all participating jurisdictions are eligible to apply for future funding opportunities, please submit adoption resolutions for the remaining jurisdictions who participated in the planning process:

- Byron
- Chatfield
- Dover
- Oronoco
- Pine Island
- Stewartville
- Eyota

The expiration date of the Olmsted County 2024 Hazard Mitigation Plan is five years from the date of this letter.

Additionally, Olmsted County 2024 Hazard Mitigation Plan including Olmsted County, Byron, Chatfield, Dover, Oronoco, Pine Island, Rochester, Stewartville, and Eyota, met the requirements for addressing all dam risks listed in the local mitigation plan.

An approved local mitigation plan, including adoption by the local government, is one of the conditions for applying for and/or receiving FEMA mitigation grants from the following programs:

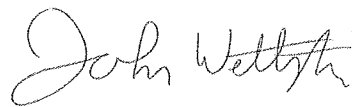
- Hazard Mitigation Grant Program (HMGP)
- HMGP Post-Fire
- Building Resilient Infrastructure and Communities
- Flood Mitigation Assistance
- High Hazard Potential Dams Grant Program (HHPD)

Having an approved mitigation plan does not mean that mitigation grant funding will be awarded. Specific application and eligibility requirements for the programs listed above can be found in each FEMA grant program's respective policies and annual Notice of Funding Opportunities, as applicable.

To avoid a lapsed plan, the next plan update must be approved before the end of the approval period, including adoption by the participating jurisdiction(s). Before the end of the approval period, please allow sufficient time to secure funding for the update, including the review and approval process. Please include time for any revisions, if needed, and for your jurisdiction to formally adopt the plan after the review, if not adopted prior to submission. This will enable you to remain eligible to apply for and receive funding from FEMA's mitigation grant programs with a mitigation plan requirement. Local governments, including special districts, with a plan status of "Approvable Pending Adoption" are not eligible for FEMA's mitigation grant programs with a mitigation plan requirement.

We look forward to discussing options for implementing this mitigation plan. If there are any questions from either you or the communities, please contact Meg Burrows 312-408-5320 at or email at meghan.burrows@fema.dhs.gov.

Sincerely,

A handwritten signature in cursive script that reads "John Wethington".

John Wethington
Chief, Risk Analysis Branch
Mitigation Division

RESOLUTION OF THE CITY OF DOVER

ADOPTION OF THE
OLMSTED COUNTY ALL-HAZARD MITIGATION PLAN

WHEREAS, the City of DOVER has participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000, and

WHEREAS, the Act establishes a framework for the development of a multi-jurisdictional County Hazard Mitigation Plan; and

WHEREAS, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and businesses; and

WHEREAS, the OLMSTED County Plan includes a risk assessment including past hazards, hazards that threaten the County, an estimate of structures at risk, a general description of land uses and development trends; and

WHEREAS, the OLMSTED County Plan includes a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

WHEREAS, the OLMSTED County Plan includes a maintenance or implementation process including plan updates, integration of the plan into other planning documents and how OLMSTED County will maintain public participation and coordination; and

WHEREAS, the Plan has been shared with the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency for review and comment; and

WHEREAS, the OLMSTED County All-Hazard Mitigation Plan will make the county and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants; and

WHEREAS, this is a multi-jurisdictional Plan and cities that participated in the planning process may choose to also adopt the County Plan.

NOW THEREFORE BE IT RESOLVED that the City of DOVER supports the hazard mitigation planning effort and wishes to adopt the OLMSTED County All-Hazard Mitigation Plan.

This Resolution was declared duly passed and adopted with ___ votes in favor of motion and ___ votes against said motion, this 7th day of November, 2024.

Attest:

Dave Iseminger, Mayor

Gary Pedersen, Clerk



400 Commerce Dr. SE
Kasson, MN 55944
Phone: 507-634-4340 or 1-800-528-7622 Fax: 507-634-4339

October 13, 2024

Dear City Clerk Gary Pedersen, Mayor Dave Iseminger & members of the City Council,

I would like to **thank you** for allowing us to present our report to community leaders and explain the importance of how you can help bolster our rural bus transit system by assisting with our local match. This local match initiative seeks to mobilize community support while securing matching funds to supplement existing resources for our rural bus transit program.

The importance of reliable and accessible public transit cannot be overstated, especially for individuals who may not have access to private transportation options. **Our rural bus transit system serves as a lifeline** for many residents, enabling them to lead independent and fulfilling lives while contributing to the economic and social vibrancy of the communities we serve.

However, maintaining and expanding our rural bus transit services require sustained financial investment. Our partner MNDOT provides substantial support of our transit system but we **must provide a local match ranging from 5-20%** for this service and equipment to provide this service. With this in mind, we are reaching out to community members, local businesses, and organizations like yours to join us in supporting this crucial cause.

Your generous contribution to our local match will have a direct and tangible impact on the future of rural transportation in the communities we serve **like Dover/Eyota area**. We hope that you will continue that support by creating a budget line item to help us each year as we provide this valuable service for your residents. In addition to the service we provide, several communities have received NEW buses this year, with an **average local match of nearly \$30,000** to put those buses into service with the balance of that cost being paid by Rolling Hills Transit. All buses will be replaced in the next (2) two years.

Rolling Hills Transit is hopeful you will consider an **annual contribution of \$1350.00** to help offset this required local match over the next five (5) years. **This is based on past contributions of \$2708 in 2015/2016**. These future contributions will help us purchase replacement vehicles when they become obsolete or unsafe. Whether you choose to make this **five (5) - year financial commitment**, offer in-kind support, or help spread the word about our service, **every contribution is invaluable and deeply appreciated**.

Thank you for your consideration and ongoing commitment to enhancing transportation accessibility in our rural community.

Warm regards,

William J. Spitzer
Director of Transportation

Attachments:
Sample Resolution



A Community Action Agency Serving Southeast Minnesota Since 1966!





10 Reasons for Public Transit

Public bus transit in rural areas offers several benefits to the community and its residents:

1. **Accessibility:** Public bus transit provides transportation options for individuals who do not have access to personal vehicles, especially in areas where private transportation might be limited or non-existent. It ensures that people can travel to work, school, healthcare facilities, and other essential services.
2. **Affordability:** Public bus transit tends to be more affordable than owning and maintaining a personal vehicle. This affordability is especially crucial for residents in rural areas, where incomes may be lower and transportation costs can be a significant burden.
3. **Social Equity:** Public bus transit promotes social equity by providing transportation services to all members of the community, regardless of income level or physical ability. It helps reduce transportation-related barriers and ensures that everyone has access to essential services and opportunities.
4. **Environmental Sustainability:** Public buses are generally more fuel-efficient and produce fewer emissions per passenger than private vehicles. By promoting public transit, rural areas can contribute to environmental conservation efforts and reduce their carbon footprint as well as conserve natural resources.
5. **Community Connectivity:** Public bus transit facilitates community connectivity by linking rural areas with urban centers and neighboring towns. It helps resident's access employment opportunities, educational institutions, healthcare services, shopping centers, and recreational facilities beyond their immediate vicinity.
6. **Economic Development:** Public bus transit can stimulate economic development in rural areas by improving access to markets and attracting businesses and investors. It enables workers to commute to job opportunities, encourages tourism by making attractions more accessible, and enhances the overall economic vitality of the region.
7. **Reduced Traffic Congestion:** By providing an alternative mode of transportation, public bus transit helps alleviate traffic congestion on rural roads and highways. This can improve safety for both motorists and pedestrians and reduce the wear and tear on infrastructure.
8. **Health and Well-being:** It allows residents to access healthcare services, recreational facilities, and social activities, which can contribute to improved health and well-being outcomes.
9. **Emergency Evacuation:** In times of emergencies, such as natural disasters, public bus transit can play a crucial role in evacuating people from rural areas efficiently and safely.
10. **Mobility for Non-Drivers:** Public bus transit is essential for individuals who do not drive, such as the elderly, youth, or those with disabilities. It ensures that these populations can still access necessary services and participate in community activities.

Overall, Implementing and maintaining a successful public bus transit system in rural areas requires community support, local government involvement, and strategic planning which helps to improve access to essential services, fostering economic development, and addresses the specific needs and challenges of the region.

Professional Janitorial Service Proposal

Prepared for:

City of Dover

P. O. Box 116

Rochester, MN 55925

Submitted By:

Quality Cleaning MN

2532 13th Ave NW

Rochester, Minnesota 55901

Gabriel Green

Owner/ Operator

(507) 254-2872

QualityConstructionCleaning@gmail.com



October 28, 2024

City of Dover

Professional Janitorial Service Proposal

General

Quality Cleaning MN agrees to provide all labor, supervision, material, and equipment necessary to assure performance of specified cleaning service for the customer. This shall include all services described in the written specifications attached. Quality Cleaning MN agrees to furnish such cleaning service for one year, the dates yet to be agreed upon.

Scope of Work:

Includes 2 times a month cleaning. Half cleaning on the first week of the month includes Gary's office, bathrooms, carpet vac, and rug vac also include the Kitchen (If needed)

The cleaning on the week of the 20th Includes Full Cleaning of all rooms, bathrooms, kitchen, gym, and court floor. Vac, disinfect, sweep, and Mop all areas

Price: Small Clean at \$200 and 2nd Clean at \$400. Monthly Cleaning at \$600 includes all ga, mileage, chemical and supplies used.

Compensation

Twice per month Professional Cleaning Service Program: **\$600/mo.**

Special Services

Carpet cleaning is available - Price quoted upon request.

Waxable hard surface floors can be stripped and refinished or scrubbed and re-waxed - Price quoted upon request.

Exterior windows can be cleaned - Price quoted upon request.

Initial Cleaning

Detail cleaning of offices, restrooms, lunchroom and hallways including:

- High and low dusting of horizontal surfaces including desks, sills, cabinets etc.
- Detail vacuum carpeted areas including edges, under desks and behind doors
- Wiping of sides of desks, files, trash cans, doors and cabinets
- Cleaning and sanitizing of telephones including cradle and receivers
- Brushing and or crevice vacuuming of all upholstered chairs
- Wipe clean legs and bases of chairs and tables in offices areas etc.
- Clean all ceiling and HVAC vents in offices
- Wipe clean all restroom partitions, fixtures etc.
- Thorough wiping of all clear areas of office desktops and horizontal surfaces

Price: \$0.00

Dover, Eyota, St. Charles Area Sanitary District

P.O. Box 396
303 North Richland Ave
St. Charles, Minnesota 55972
Phone: (507) 932-4171
email: district@hbcsc.net

October 28, 2024

City of Dover
Gary Pedersen
P.O. Box 116
Dover, MN 55929

Dear Mr. Pedersen:

On January 1, 2025, the term of office which Eric Tyler is serving on the Board of Directors of the Dover Eyota St. Charles Area Sanitary District will expire.

The City of Dover will need to appoint a person for a two-year term.

Please sign, affix seal and return two copies of the Certification of Selection before our regular District meeting on January 21, 2025.

Sincerely,



Cathy Kennedy

enclosures