

GLENCOE CITY COUNCIL MEETING MINUTES
APRIL 17, 2017
7:00 P.M.

Mayor Wilson called the regular meeting of the City Council to order at 7:00 p.m. Members present: Neid, Ziemer, Robeck, Alexander and Schrupp. Also present: City Administrator Mark Larson, City Attorney Jody Winters, Finance Director Trippel, PWD Schreifels and Voigt and Police Chief Raiter.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

Motion to approve consent agenda by Councilor Alexander and second by Councilor Schrupp. Councilor Robeck wanted it noted in the minutes that he had been excused by Mayor Wilson from the closed meeting held on March 20th. All members voted in favor with this change.

A. Approve the minutes of the regular meeting of April 3, 2017.

B. Approve the following building permits:

1. GRHS, Mechanical Permit, MS-4
2. Matt Roberts, 407 18th St W; Mechanical Permit
3. Rick Schuette, 1218 11th St E; Mechanical Permit
4. James Ford, 1226 11th St E; Re-roof
5. Kirk Miller, 2106 Judd Ave N; re-roof
6. Michael Afflerbach, 1607 11th St E; Fence
7. Brad Karg, 1603 Knight Ave N; Re-side
8. Dan Rolf, 408 17th St W; Re-side
9. Scott Schrupp, 1416 Fir Ave N; Re-side, Windows and Doors
10. Joe Paumen, 214 20th St W; Deck
11. Don Havelka, 1706 Birch Ave N; Re-roof
12. Paul Mayer, 1418 10th St E; Re-roof, Re-side
13. Gene Becker, 1405 Elm Ave N; Re-side

C. Approve the following licenses:

1. Go For It Gas, 415 Chandler Ave N; 3.2 Off-Sale Liquor License Renewal

PUBLIC HEARINGS:

A. 7:15 P.M. PUBLIC HEARING BAXTER AVENUE PROJECT PROPOSED ASSESSMENTS

John Rodeberg, SEH gave a brief overview of the project area, \$4.9 million cost, how assessments are calculated and period of time assessments are collected on property and interest rate on the assessments. Assessment letters have been mailed to the property

owners in the project area explaining assessments and how calculated and when due at city office prior to certifying to County for 2018 taxes.

Mayor Wilson opened the public hearing. Two residents had questions concerning hooking into sump pump lines and sewer line replacement from house to behind the curb. Raising water/sewer rates city wide to help cover costs and off-set assessments was brought before the council by one of the residents within the project. It was reiterated that the other 80% of the assessed costs are paid for by all residents not just the property owners in the project area.

Motion to close and second by Members Schrupp and Neid. Members voting in favor: Neid, Ziemer, Alexander and Schrupp. Robeck entered a no vote. Motion carried.

1. RESOLUTION NO.2017- 17 ADOPTING ASSESSMENT

Councilor Ziemer introduced the following resolution adopting the assessments:

RESOLUTION NO. 2017-17 RESOLUTION ADOPTING ASSESSMENT

WHEREAS, pursuant to proper notice duly given as required by law, the council has met and heard and passed upon all objections to the proposed assessment for the **2017 Baxter Avenue Project**, which includes improvements on the following streets:

- Baxter Avenue from 12th Street to 7th Street
- Chandler Avenue from the railroad tracks south to 10th Street
- Ford Avenue from 11th Street to 10th Street
- 12th Street from Baxter Avenue to Greeley Avenue
- 11th Street from Armstrong Avenue to Chandler Avenue
- 10th Street from Baxter Avenue to Chandler Avenue
- 9th Street from Armstrong Avenue to Chandler Avenue
- 8th Street from Armstrong Avenue to Chandler Avenue
- 6th Street from Baxter Avenue to Chandler Avenue
- Fairway Drive from Pleasant Avenue east and south to First Street
- Fairway Circle

by construction of sanitary sewer, sanitary sewer services, water main, water services, storm sewer, concrete curb and gutter, sidewalk, aggregate base, bituminous surfacing, mill and bituminous overlay, turf restoration, and miscellaneous items required to properly complete the improvements, and has amended such proposed assessment as it deems just.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GLENCOE, MINNESOTA:

1. Such proposed assessment, as amended, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the improvement in the amount of the assessment levied against it.

2. Such assessment shall be payable in equal annual installments, including principal and interest, extending over a period of 15 years, the first of the installments to be payable on or before the first Monday in January 2018, and will bear interest at a rate of 4.0 percent per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2018. To each subsequent installment when due shall be added interest for one year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor-Treasurer on November 1, 2017, pay the whole of the assessment on such property to the office of the City Administrator, and no interest shall be charged if the entire assessment is paid by October 31, 2017; and he may, at any time thereafter, pay to the City Administrator the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.
4. The City Administrator shall forthwith transmit a certified duplicate of this assessment to the County Auditor-Treasurer to be extended on the property tax lists of the county. Such assessment shall be collected and paid over in the same manner as other municipal taxes.

Councilor Neid seconded the motion. Upon a roll call vote, members voting in favor were Neid, Ziemer, Alexander and Schrupp. Member Robeck voted no. Whereupon said resolution was adopted and approved.

2. BAXTER AVENUE SOILS UPDATE

John Rodeberg, SEH - The MPCA officially approved removal of 2500 cubic yards of contaminated soil for the Baxter Avenue Project on 12th Street. Removal of the 2500 CY at the bid price would equate to \$80,000 in costs with the Petro Fund reimbursing up to 90% (\$72,000).

B. SET PUBLIC HEARING FOR WELLHEAD PROTECTION PLAN FOR MAY 15TH AT 7:15 P.M.

Public Works Director Schreifels informed the council of the Minnesota Department of Health requirement of the need for the City of Glencoe to set a public information meeting for the Well Head Protection Plan to address WHPP part I and part II issues and concerns.

Councilor Alexander motioned to set the Public Information Meeting for the Well Head Protection Plan for May 15th at 7:15 p.m. Councilor Ziemer seconded. All members voted in favor.

BIDS AND QUOTES:

A. RESOLUTION NO. 2017-18 APPROVE PLANS AND SPECIFICATIONS FOR HENNEPIN AVENUE IMPROVEMENTS & SET BID OPENING

John Rodeberg, SEH, reviewed the project scope for TH 22/Hennepin Avenue between 11th and 13th Street. Scope includes sidewalk replacement on east side to meet ADA requirements, new railroad crossing, window well replacement/abandonment, replace watermain and water sewer services as well as stormwater improvements. There will be a flash beacon installed at the 11th Street crossing.

Cost estimate for this project is \$356,100 with funding to be provided by assessments, utility funds, MNDot share of \$110,000. Construction on the project is slated for July/August of 2017.

Councilor Ziemer motioned approval of plans and specifications and set bid opening with the following resolution:

**RESOLUTION NO. 2017-18
APPROVING PLANS AND SPECIFICATIONS AND
ORDERING ADVERTISEMENT FOR BIDS**

WHEREAS, pursuant to resolutions passed by the council on October 3, 2016, the consulting engineer retained for the purpose has prepared plans and specifications for the construction of the **Hennepin Avenue (TH 22) ADA Improvements**, and has presented such plans and specifications to the council for approval;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GLENCOE, MINNESOTA:

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official paper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published as required by law, shall specify the work to be done, and shall state that bids will be received by the City Administrator until 10:00 a.m. on Monday, May 22, 2017, at which time they will be publicly opened in the council chambers of the Glencoe City Hall by the City Administrator and engineer, will then be tabulated, and will be considered by the council at 7:00 p.m. on Monday, June 5, 2017, in the council chambers of the Glencoe City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the City Administrator and accompanied by a cashier's check, bid bond, or certified check payable to the clerk for 5 percent of the amount of such bid.

Councilor Neid seconded. Upon a roll call vote all members voted in favor. Whereupon said resolution was adopted and approved.

B. UPDATE PURCHASE AGREEMENT FOR 1230 IVES AVE N

City Administrator Mark Larson discussed with Security Bank the request of the Council to share in the cost of the abatement and property taxes for 1230 Ives Avenue North. The bank has agreed to assist in the abatement of any environmental issues up to \$1,000 and will pay for the first half property taxes.

Motion to execute the purchase agreement for 1230 Ives Avenue North for \$77,000 with the stipulations as agreed for abatement costs and property taxes by Councilor Robeck. Second by Councilor Schrupp. All members voted in favor.

C. SOIL BORING QUOTE FOR CENTRAL STORM SEWER & WWTP

John Rodeberg, SEH, presented the proposal for a geotechnical evaluation for 2018 improvements and various locations for a total of \$37,853.00 from Braun Intertec. This evaluation will be to characterize subsurface geologic conditions at selected exploration locations and evaluate their impact on the design and construction of the proposed projects.

Discussion led to a request by Councilor Alexander to get an additional bid from another firm. Motion by Member Neid and second by Member Alexander to have the City Engineer get an additional bid to present to the Council. All members voted in favor.

REQUESTS TO BE HEARD:

A. CAMP HOST/RESIDENT PARK CARE TAKER

James Voigt, PWD Streets and Parks, reviewed the proposed campground host agreement. The host would be provided with one campsite for his use at Oak Leaf Park for the services he would provide under the agreement.

Councilor Alexander motioned to approve the Contract for Resident Park Caretaker Services. Councilor Schrupp seconded. All members voted in favor.

B. RESOLUTION NO. 2017-19 ON LOCAL GOVERNMENT AID - CGMC

Councilor Robeck motioned approval of support of increase in LGA with the following resolution:

**RESOLUTION NO. 2017-19
RESOLUTION IN SUPPORT OF INCREASING LOCAL GOVERNMENT AID IN THE
2017 LEGISLATIVE SESSION**

WHEREAS, Local Government Aid (LGA) is a critical need for our city; and

WHEREAS, LGA provides funding to restrain property taxes on homeowners and businesses;
And

WHEREAS, LGA helps provide important services such as public safety, infrastructure, and fire protection; and

WHEREAS, an increase in LGA would help the city of Glencoe Offset increases to property taxes;
and

WHEREAS, the state of Minnesota's projected budget surplus stands at \$1.65 billion; and

WHEREAS, LGA is funded well below the level that was funded in 2002; and

WHEREAS, in a time of surplus, the state should be able to provide an increase in aid to cities who are facing increased costs due to infrastructure needs, state mandates and inflation in the costs of labor, goods, and services; and

WHEREAS, no Omnibus Tax Bill was passed by the legislature in 2015 or 2016, thus freezing

the LGA appropriation.

THEREFORE, BE IT RESOLVED that the City of Glencoe supports a permanent increase in the base appropriation for Local Government Aid of \$45.5 million as proposed in HF672/SF 476, and urges adoption of this proposal by the House and Senate.

BE IT FURTHER RESOLVED that a copy of this resolution be sent to the following: the legislators representing the city of Glencoe: Representative Gruenhagen, Senator Newman, Speaker of the House Rep. Kurt Daudt, Senate Majority Leader Sen. Paul Gazelka, House Tax Chair Rep. Greg Davids, Senate Tax Chair Sen. Roger Chamberlain, and Governor Mark Dayton

Councilor Neid seconded. Upon a roll call vote all members voted in favor. Where upon said resolution was adopted and approved.

C. SPECIAL USE PERMIT REQUEST OF GLENCOE PROGRESSIVE PARTNERS –
PLANNING COMMISSION

Motion to table Special Use Permit Request and Minor Subdivision application by Councilor Alexander, second entered by Councilor Neid. All members voted in favor.

D. MINOR SUBDIVISION REQUEST OF GLENCOE PROGRESSIVE PARTNERS –
PLANNING COMMISSION

Tabled per motion above.

ITEMS FOR DISCUSSION:

A. HOUSING SPECIAL MEETING- APRIL 20TH AT 5:30 P.M.

FYI – Planning Commission members and council members invited to this meeting.

B. AIRPORT MASTER PLANNING KICK-OFF MEETING - APRIL 20TH AT 1:00 P.M.

FYI – this meeting open to council members and anyone in the public sector interested.

ROUTINE BUSINESS:

PROJECT UPDATES: Archery Range seeded. Water on in parks for the season. Yard Waste Site seasonal operating hours start April 18th. Open Tuesday and Thursday noon to 8 p.m. and Saturday 9 a.m. to 5 p.m.

ECONOMIC DEVELOPMENT: City Administrator and Assistant City Administrator have met with apartment and retailer developers interested in projects in Glencoe.

PUBLIC INPUT: Planning Commission Chairman Ron Knop asked if the Special Use Permit Request tabled by the Council would be brought back to the Planning Commission? Yes – this will be brought back to the commission by the developer once more information is gathered.

REPORTS: None

CITY BILLS; Motion to pay city bills by Member Neid, second by member Ziemer. Councilor Alexander questioned Nu-Telecom bill –Finance Director Trippel will get the breakdown of the bill questioned to member Alexander. All members voted in favor.

ADJOURN: Mayor Wilson called for a motion to adjourn at 8:10 p.m. Councilor Schrupp made that motion with Councilor Neid seconding. All members voted in favor.