

GLENCOE CITY COUNCIL MEETING MINUTES
APRIL 4, 2011
7:00 P.M.

Mayor Wilson called to order the regular meeting of the City Council at approximately 7:00 p.m. with members Schrupp, Copas, Ziemer, Perschau and Adamietz present. Also present: City Administrator Mark Larson, Finance Director Trippel, City Attorney Jody Winters, Public Works Director Schreifels and Street Superintendent Buska.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

Councilor Ziemer motioned to approve the consent agenda as presented with Councilor Perschau seconding the motion. All members voted in favor. Motion carried.

- A. Approve the minutes of the regular meeting of March 21, 2011.
- B. Approve the following building permits:
 - 1. Darrell Bruckschen, 1414 15th St E; Window Replacement
 - 2. Miller Manufacturing, 1400 13th St W; Remodel, Interior Footings Permit
 - 3. Rich Glennie, 921 14th St E; Window Replacement
 - 4. Jim Adrian, 420 1st St E; Re-roof
 - 5. Midwest Porcine Recovery, 3413 11th St E; Build-out for freezer
 - 6. City of Glencoe, 1107 11th St E, Suite 101; Remodel GHPS Room
 - 7. Gene Konerza, 821 Baxter Ave N; Garage Re-roof
 - 8. Michael Schultz, 2013 15th St E; Mechanical Permit
 - 9. Sam McNellis, 530 1st St E; Mechanical Permit
 - 10. Hope Schmidt, 322 9th St E; Window Replacement
- C. Approve the following licenses:
 - 1. Glencoe Softball Association, 3.2 On Sale Liquor License Renewal

PUBLIC HEARINGS:

A. HEARING ON IMPROVEMENT OF LOUDEN AVE, 7:15 P.M.

Public Works Director Gary Schreifels opened the public hearing on the proposed Loudon Avenue (between 11th and 12th Street) sanitary sewer improvements. He reviewed the project and the required assessment amounts. The four property owners affected by this proposed project did not appear at the public hearing. The property owners have the option to pay upfront or be assessed. This improvement will eliminate the sewer back up problem in the homes affected.

Juul Contracting of Hutchinson, Minnesota submitted the low bid in the amount of \$16,861.58. The City will pay for additional work if needed for repairs and improvements. Total assessment for the four property owners would be \$5,018 and the City portion of \$11,844 would be paid by the I & I Program funds.

Councilor Copas motioned to close the public hearing with Councilor Schrupp seconding the motion. All members voted in favor to close the public hearing.

Councilor Copas then motioned to order the improvement and award the bid to Juul Contracting and the following resolution was introduced:

RESOLUTION NO. (2011-05)
RESOLUTION ORDERING LOUDEN AVENUE IMPROVEMENTS AND
PREPARATION OF PLANS

WHEREAS, a certain petition requesting the improvement of Loudon Avenue between 11th Street and 12th Street was duly presented to the council on the 7th day of March 2011, and

WHEREAS, pursuant to resolution of the council adopted March 7th, 2011, a report has been prepared by SEH with reference to the improvement, and this report was received by the council on April 4th, 2011;
NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE GLENCOE, MINNESOTA:

1. The council finds and determines that said petition was signed by all owners of real property abutting upon the streets named as the location of the improvement.
2. Such improvement is hereby ordered as proposed.
3. SEH, Inc. is hereby designated as the engineer for this improvement. They shall prepare plans and specifications for the making of such improvement.

Councilor Schrupp seconded the motion and upon a roll call vote all members voted in favor. Whereupon said resolution was adopted and approved.

BIDS AND QUOTES:

A. AIRPORT ENGINEERING

City Administrator Mark Larson presented the proposal for services by SEH related to the Purpose and Need Development and Alternative Analysis project for the future 1,100 foot runway extension and full parallel taxiway construction. This project will include development of the Purpose and Need for the proposed project in addition to alternative analysis of these projects.

This will be a federally funded contract with 95% of the funding coming from the FAA. The Airport fund will pay the City's share. Contract not to exceed \$50,000.

Discussion led to Councilor Perschau motioning to approve the contract as proposed and the following resolution was introduced:

RESOLUTION NO. (2011-06)
RESOLUTION APPROVING CONTRACT FOR ENGINEERING FOR THE
GLENCOE AIRPORT

WHEREAS, the City Council of the City of Glencoe, Minnesota has received a contract from SEH, Inc. for services related to the Purpose and Need Development and Alternative Analysis for future construction, and:

WHEREAS, the estimated cost of said contract is \$50,000; and,

WHEREAS, Federal funding of 95% of said contract will be provided by the Federal Aviation Administration.

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF GLENCOE

1. That the Mayor and City Administrator are authorized to execute said agreement pending confirmation of Federal funding

Councilor Adamietz seconded the motion and upon a roll call vote all members voted in favor. Whereupon said resolution was adopted and approved.

REQUESTS TO BE HEARD:

A. THIRD READING OF PARK IMPROVEMENT FUND ORDINANCE REVISION

Councilor Copas motioned to approve the third reading of the Park Improvement Fund Ordinance Revision with Councilor Schrupp seconding the motion. All members voted in favor. Motion carried. The ordinance revision will be in effect upon publication.

B. APPROVE AGREEMENT WITH MANUFACTURED HOME PARKS FOR STORM SHELTER

City Administrator Mark Larson presented the draft of the Storm Shelter Agreement for the two mobile home parks. The agreement allows the residents of the parks to use the City Center first floor hallways as a storm shelter during inclement weather. The building will be staffed by a fireman during storm events. The fee will be \$10.00 per mobile home per year. This agreement will be effective on March 1st.

Councilor Perschau requested the removal of the language “historically known as the Henry Hill School” from the agreement.

Councilor Ziemer motioned to approve the agreement with the language removal. Councilor Adamietz seconded the motion with all members voting in favor. Motion carried.

C. APPOINTMENT TO LIBRARY BOARD

1. KERRY WARD TO GLENCOE LIBRARY BOARD

Councilor Copas motioned to appoint Kerry Ward to the Library Board with Councilor Schrupp seconding the motion. All members voted in favor. Motion carried.

2. CITY ADMINISTRATOR TO PIONEERLAND LIBRARY BOARD

Recommendation was made to appoint the City Administrator as the Glencoe representative to the Pioneerland Library Board to serve at its quarterly meetings in Willmar, MN.

Councilor Perschau made the motion to appoint City Administrator Mark Larson to represent Glencoe on the Pioneerland Library Board. Councilor Copas seconded the motion with all members voting in favor. Motion carried.

D. SET FIRST COUNCIL MEETING IN MAY TO TUESDAY, MAY 3RD DUE TO SCHEDULING CONFLICT

City Administrator Mark Larson recommended moving the first council meeting in May from Monday night to Tuesday night due to a scheduling conflict with the Glencoe Concert Series. The event was scheduled more than a year ago to entice the concerts to be in the City Center.

Councilor Perschau motioned to change the first council meeting in May to Tuesday, May 3rd. Councilor Ziemer seconded the motion with all members voting in favor. The motion carried.

ITEMS FOR DISCUSSION:

A. SPRING FLOODING RECAP

Bob Scheidt, Deputy Emergency Management Director, presented an update to the Council regarding spring flooding. The Central Garage is sandbagged and bags will remain until water goes to normal levels. Pumps are in place for the second round of flooding and all affected homeowners have been notified once again. The park road is closed for a second time this spring due to high water.

B. SNOW EVENT – MARCH 22-23

Street Superintendent Terry Buska presented the time line of the snow event of March 22 and 23 to the council. This spring snow storm amount was much

greater than forecasted and fell at the time of day that is difficult to get plowed in a timely manner.

ROUTINE BUSINESS:

A. PROJECT UPDATES: There were no updates presented.

B. ECONOMIC DEVELOPMENT: There was none.

C. PUBLIC INPUT:

Kermit Terlinden, Generation Superintendent, informed the council of his resignation effective April 29, 2011 from the Light & Power Commission after 43 years on the job.

D. REPORTS: There were none.

E. CITY BILLS

Councilor Copas motioned to approve payment of the city bills with councilor Adamietz seconding the motion. All members voted in favor. Motion carried.

F. ADJOURN

Councilor Copas motioned to adjourn the meeting with Councilor Schrupp seconding the motion. All voted in favor. Mayor Wilson adjourned the meeting.

Mark D. Larson
City Administrator

ATTEST:

Randal Wilson
Mayor