

GLENCOE CITY COUNCIL MEETING MINUTES
DECEMBER 19, 2016
7:00 P.M.

Mayor Wilson called the regular meeting of the city council to order at 7:00 p.m. Members present: Schrupp, Ziemer, Dietz, Robeck and Perschau. Also present: City Administrator Mark Larson, City Attorney Jody Winters, Finance Director Trippel, Public Works Directors Schreifels and Voigt, Police Chief Raiter and Fire Chief Ron Grack.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

Motion by Member Schrupp and second by Member Dietz to approve consent agenda as presented. All members voted in favor.

A. Approve the minutes of the regular meeting of December 5, 2016.

B. Approve the following building permits:

1. GRHS, Fire Sprinklers
2. TC & W, Storage Tank
3. Ron Donnay, 1523 McLeod Ave N; Radon Mitigation Permit
4. Park Place Apartments, Re-roof
5. Scott Rae, 1427 Greeley Ave N; Re-roof, Re-side
6. Dan Hansen, 1107 Abbott Ave N; Window Replacement
7. Christine Davis, 210 Pleasant Ave N; Window/Entry Door Replacement
8. Jen Dahlke, 1519 Knight Ave N; Mechanical Permit
9. Oscar Rivera, 707 15th St W; Mechanical Permit
10. Cary Behrendt, 1614 Hennepin Ave N; Re-roof

C. Approve the following licenses:

1. Main Street Sports Bar, Tobacco and Music Machine License Renewals
2. Happy Hour Inn, Tobacco, Music Machine, Video Game License Renewals
3. Unhinged Pizza, Video Game License Renewal
4. Carmelitas Mexican Cocina, 702 10th St E, On-Sale Intoxicating and Sunday Liquor License

PUBLIC HEARINGS:

A. 7:05 P.M. PUBLIC HEARING BAXTER AVENUE SUPPLEMENTAL FEASIBILITY REPORT

John Rodeberg and Chris Knutson reviewed the supplemental feasibility report for additional blocks of 11th Street to the Baxter Avenue Project slated for 2017.

Total estimated costs for the project are \$5,480,000 which is less than previous cost estimated for the project. The schedule was reviewed along with the assessment rates and policy.

Mayor Wilson opened the hearing to the public. No residents affected by the project contributed during this comment period. Motion to close the hearing was made by Councilor Ziemer and seconded by Councilor Perschau.

Councilor Dietz introduced the following resolution ordering improvement and preparation of plans:

RESOLUTION NO. 2016-45
ORDERING IMPROVEMENT AND PREPARATION OF PLANS

WHEREAS, a resolution of the city council adopted the 21st day of November, 2016, fixed a date for a council hearing on the proposed improvement of the following streets:

- Baxter Avenue from 12th Street to 7th Street
- Chandler Avenue from the railroad tracks south to 10th Street
- Elliott Avenue from 11th Street 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

AND WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on the 19th day of December, 2016, at which all persons desiring to be heard were given an opportunity to be heard thereon,

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

Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report. Such improvement is hereby ordered as proposed in the council resolution adopted the 21st day of November, 2016.

Short Elliott Hendrickson Inc. (SEH®) is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement, according to the feasibility report dated November 21, 2016.

The city council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of the tax exempt bond.

Councilor Perschau seconded. Upon a roll call vote members Schrupp, Dietz, Ziemer and Perschau voted in favor. Member Robeck voted no. Whereupon said resolution was adopted and approved.

BIDS AND QUOTES:

**A. QUOTE FOR COMPLETING ASBESTOS AND REGULATED WASTE SURVEY
AT 1128 HENNEPIN AVE**

City Administrator Mark Larson presented the quote of Industrial Hygiene Services for the pre-demolition asbestos assessment for the property at 1128 Hennepin Avenue North. The

quote addresses components of the scope of work, cost estimate and project schedule. Fees quoted for these services are \$3,600.00. The service will be performed contingent upon the Judge's Order of Repair.

Question by Member Robeck concerned a need for a second quote. The city has used this company for several other projects and have found them to be competitive and reliable. Motion to approve the quote of \$3,600 by Industrial Hygiene Services contingent upon the order for repair of 1128 Hennepin Avenue North property by Member Ziemer and seconded by Member Perschau. Members voting in favor where Schrupp, Dietz, Ziemer and Perschau. Robeck voted no. Motion carried.

REQUESTS TO BE HEARD:

A. 2017 BUDGET & TAX LEVY

City Administrator Mark Larson reviewed the 2017 budget revenues and expenses. Councilor Schrupp motioned to approve the final 2017 tax levy and budget with the following resolution:

**RESOLUTION NO. (2016-40)
RESOLUTION SETTING FINAL 2017 TAX LEVY AND BUDGET**

WHEREAS, the Department of Revenue has set December 30, 2016 as the deadline for certifying 2017 Final Tax Levies; and,

WHEREAS, the City Administrator has provided the City Council with the final 2017 City General Fund and Debt Service Budgets, which include a recommended Ad Valorem Tax Levy.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Glencoe, Minnesota:

1. That the following sums of money be levied for the current year, collectable in 2017 upon taxable property in the City of Glencoe, for the following purposes:

GENERAL

General Fund/Ad Valorem Levy	\$1,506,000.00
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DEBT SERVICE/SPECIAL LEVY

11 th Street/Morningside	\$100,000.00
1997 McLeod Ave/NC Holding Pond	\$105,000.00
1999 Aquatic Center	\$ 77,000.00
2003 CSAH #3	\$ 48,000.00
2010 City Center	\$125,000.00
2014 Street Improvement	\$130,000.00
2015 Lincoln Park Project	\$147,000.00
2016 Armstrong Ave Project	<u>34,000.00</u>
	\$766,000.00
TOTAL	\$2,272,000.00

Councilor Dietz seconded the motion. Upon a roll call vote all members voted to adopt the resolution. Whereupon said resolution was adopted and approved.

B. CAPITAL IMPROVEMENT PLAN – PAVEMENT MANAGEMENT PROJECT AREA TWO

Chris Knutson and John Rodeberg of SEH presented the Capital Improvement Plan-Project Area 2- study as directed to prepare by the City Council. Project area 2 focused on the north central part of the City generally bounded by Hennepin Avenue to the west, Pryor Avenue to the east, US 212 to the south, and the city limits to the north. A capital improvement plan identifies necessary improvements to a city's infrastructure, primarily as they pertain to streets, sanitary sewer, storm water, and water main. The intent is to prioritize, plan, and budget the improvements and outline a general grouping of how the projects may be completed.

SEH reviewed the street improvements, underground utilities, phasing and cost estimates.

From the results of the CIP for Project Area 2, it is recommended that the City consider Project 1 for 2018 construction year. A feasibility study has been completed for this project and it contains an important trunk storm sewer to serve much of the study area.

C. CENTRAL STORM SEWER PROJECT

Chris Knutson and John Rodeberg of SEH, as a point of order for the MSA 429 process for the Central Storm Sewer Project, stated the requirement of the approval of the resolution to order the preparation of the Report on the Improvement.

Councilor Ziemer introduced the following resolution:

RESOLUTION NO. 2016-42 ORDERING PREPARATION OF REPORT ON IMPROVEMENT

WHEREAS, it is proposed to make improvements to the following streets:

- 12th Street from Hennepin Avenue to Knight Avenue
- 15th Street from Judd Avenue to Knight Avenue
- 16th Street from Judd Avenue to Loudon Avenue
- Judd Avenue from 13th Street to 16th Street
- Knight Avenue from 15th Street to 16th Street
- Existing Storm Sewer Alignment from 9th Street to 13th Street, generally between Ives Avenue and Knight Avenue

and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429,

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

That the proposed improvement be referred to pursuant to Short Elliott Hendrickson Inc. (SEH®) for study and that they are instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-

effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

Councilor Perschau seconded. Upon a roll call vote Members Perschau, Ziemer, Dietz and Schrupp voted in favor. Member Robeck voted no. Whereupon said resolution was adopted and approved.

Chris Knutson of SEH continued with the presentation of the Feasibility Report on the Central Storm Sewer Project. Four model options were presented. Option 2 was noted as the recommended improvement for the project. Option 2 calls for a 60 inch pipe from 9th Street (outlet) to 11th Street and a 48 inch pipe from 11th Street to 16th Street (Louden Avenue intersection).

Multiple improvements such as a surge pond and stormwater ponding, have been identified for improvements that are on properties not owned by the City or in the public right-of-way. Costs to acquire these properties was not included in the project cost estimates of \$4,678,000. Assessments policy, proposed project financing and construction timeline were reviewed.

Councilor Perschau introduced the following resolution receiving the report and setting hearing on the proposed improvement:

RESOLUTION NO. 2016-43

RECEIVING REPORT AND CALLING HEARING ON IMPROVEMENT

WHEREAS, pursuant to resolution of the council adopted December 19, 2016, a report has been prepared by Short Elliott Hendrickson Inc. (SEH®) with reference to the improvement of the following streets:

12th Street from Hennepin Avenue to Knight Avenue

15th Street from Judd Avenue to Knight Avenue

16th Street from Judd Avenue to Louden Avenue

Judd Avenue from 13th Street to 16th Street

Knight Avenue from 15th Street to 16th Street

Existing Storm Sewer Alignment from 9th Street to 13th Street, generally between Ives Avenue and Knight Avenue

and this report was received by the council on December 19, 2016, and

WHEREAS, the report provides information regarding whether the proposed project is necessary, cost-effective, and feasible,

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

1. The council will consider the improvement of such streets in accordance with the report and the assessment of abutting property and properties for which benefit can be attributed for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429, at an estimated total cost of the improvement of \$4,540,000.
2. A public hearing shall be held on such proposed improvement on the 17th day of January, 2017, at the Glencoe City Center at 7:15 p.m. and the city administrator shall give mailed and published notice of such hearing and improvement as required by law.

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

D. RESOLUTION TO DECERTIFY TAX INCREMENT DISTRICT NO. 16 –GRAND MEADOWS

City Administrator Mark Larson recommended the decertification of the Grand Meadows Tax Increment District No. 16. The 25 year TIF note has been paid ahead of schedule. Councilor Dietz entered the motion to decertify TIF District No. 16 with the following resolution:

RESOLUTION NO. (2016-44)

RESOLUTION FOR THE DECERTIFICATION OF THE GLENCOE TAX INCREMENT FINANCING DISTRICT NO. 16 "GRAND MEADOWS".

WHEREAS, the City of Glencoe City Council created Tax Increment Financing District No.16 Grand Meadows Housing District on December 31, 2008, pursuant to Minnesota Statutes, Section 469.124 to 469.134 and Sections 469.174 to 469.179, inclusive, as amended; and

WHEREAS, the City of Glencoe is the official "Authority" for this TIF-16 "Grand Meadows" tax increment financing district; and

WHEREAS, the development activity authorized by the TIF-16 Plan has been completed; and

WHEREAS, the required Decertification Date is December 31, 2034 for this 25 year Housing District that is eligible to receive 25 years of tax increments; and

WHEREAS, the City has determined that it is appropriate to decertify the District at this time declining any future tax increments; and

NOW THEREFORE, BE IT RESOLVED by the City Council of Glencoe, Minnesota that the Tax Increment Financing District No. 16 "Grand Meadows" is hereby terminated, and the City Clerk is instructed to take all actions including notifying the Glencoe County Auditor, the MN Department of Revenue, and the Office of the State Auditor TIF Division, necessary to decertify the District.

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

ITEMS FOR DISCUSSION: None

ROUTINE BUSINESS:

PROJECT UPDATES: None

ECONOMIC DEVELOPMENT: None

PUBLIC INPUT: None

REPORTS: Chamber Executive Board had a meeting with Mayor Wilson and Member Schrupp to discuss city/chamber issues.

CITY BILLS: Councilor Perschau motioned to approve payment of the city bills. Councilor Dietz seconded. All members voted in favor.

ADJOURN: Mayor Wilson called for adjournment at 8:40 p.m. Councilor Dietz entered that motion with Councilor Ziemer seconding. All members voted in favor.

Mark D. Larson, City Administrator

ATTEST:

Randy Wilson, Mayor