

GLENCOE CITY COUNCIL MEETING MINUTES
JANUARY 18, 2011
7:00 P.M.

President Schrupp called the regular meeting of the City Council of the City of Glencoe to order at approximately 7:00 p.m. Members present: Copas, Ziemer, Adamietz and Perschau. Mayor Wilson was absent. Also present: City Attorney Jody Winters, City Administrator Mark Larson, Finance Director Todd Trippel and Park Superintendent Mike Drew,

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

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

- A. Approve the minutes of the regular meeting of. January 3, 2011.
- B. Approve the following building permits:
 - 1. Trailblazer Transit, 207 11th St W; Mechanical Permit
- C. Approve the following licenses:
 - 1. Glencoe Country Club, 1325 1st St E; Club On-Sale and Sunday Liquor License Renewal
 - 2. Glencoe Mexican Market, 710 11th St E; 3.2 Off Sale Liquor License Renewal

PUBLIC HEARINGS: None Scheduled

BIDS AND QUOTES:

A. OFFICIAL NEWSPAPER

The McLeod County Chronicle was the only paper that submitted a bid. The proposal was for \$5.00 per column inch and \$.77 per column inch for camera ready.

Councilor Copas motioned to appoint the McLeod County Chronicle as the official city newspaper for 2011. Councilor Adamietz seconded the motion with all members voting in favor. Motion carried.

B. BASEBALL FIELD LIGHTS

Costs and revenues raised to replace the baseball field lights were presented to the council. The project needs to be completed when the ground is frozen. The Park Board recommended the approval of the funding to complete the project. The city's portion needed is \$4,200.00. If the costs are greater than presented the Baseball Association will fund the overages. The Baseball Association has raised \$15,800 for the project. Councilors commended the Association for their fund raising efforts.

Discussion led to a motion by Ziemer and a second by Adamietz to approve \$4,200 for the completion of the project. All members voted in favor. The motion carried.

C. BUFFALO HIGHLANDS TRAIL

Justin Black of SEH presented the plans for the first phase of the Buffalo Highlands Trail –an approximately 4.5 mile trail along Highway 212 to Plato. The first phase 1A and 1B being 2 miles including base, grade and paving of phase 1A. This first phase is funded and the matching federal grant funds for 2011 must be used this year. To complete this phase the City will need to advance borrow Municipal State Aid dollars for the trail.

The plan must be submitted to MNDOT for review which will take 4-6 weeks. A bid opening will follow sometime in April or May and construction would then begin in the summer with completion in approximately two months.

Maintenance of the trail would be the City's responsibility and would include mowing 2 to 3 times per year, sealcoat required in 4 to 5 years and crack fill when needed.

The City is planning to meet with other local government agencies to help fund the other two phases to complete the 4.5 mile, 10 foot wide trail to Plato. Letters of support were received from local government agencies earlier in the process. Also, DNR grant monies will be applied for to help fund the city's share of the cost.

Discussion led to a motion to submit the plan to MNDOT for approval by Perschau and second by Copas. Members Adamietz, Perschau, Ziemer and Copas voted in favor. Schrupp voted nay. Motion carried.

REQUESTS TO BE HEARD:

A. CABLE FRANCHISE RENEWAL

Kathy Lund of NU-Telecom appeared before the council with the proposed franchise agreement as drawn up by the city attorney and Nu-Telecom. The current agreement was updated for the purposes of this franchise. The agreement is for 10 years with an automatic five year term extension with written notice one year prior to the expiration of the agreement. Under this agreement the cable advisory board would be eliminated.

Plant upgrade information was shared along with services offered to residents of the City of Glencoe.

The proposed agreement will need to reflect “a one time payment of \$8,000 (instead of \$6,000) to the City to be applied to the purchase of cameras, microphones and other equipment used for live production from the City Center.” Also with language changes to the number of hours the location in Glencoe is to provide service to the customers of the City of Glencoe.

Councilor Copas motioned to approve the first reading of the ordinance granting a franchise to NU-Telecom, Inc. to operate and maintain a cable communications system in the City of Glencoe with the above stated changes. Councilor Adamietz seconded the motion and upon a roll call vote all voted in favor. Motion carried.

B. APPOINTMENT OF POLICE CHIEF

Mayor Wilson recommends the appointment of Captain James Raiter as the next Chief of Police for the City of Glencoe. Council members met with Captain Raiter and all recommended his appointment as Chief. Councilors feel promoting within the department will be beneficial.

Councilor Schrupp then motioned to approve the appointment of James Raiter as Chief of Police with Councilor Copas seconding the motion. All members voted in favor. Motion carried.

C. REVIEW OF GREATER MINNESOTA COUNTY SEAT POLICE DEPARTMENTS

City Administrator Mark Larson shared a spreadsheet of police services with the council of 37 County Seats in Greater Minnesota with populations between 2500 and 12,000.

The spreadsheet clearly showed that the City of Glencoe is at or below the average amount spent on police services. When adjusted for the reduction of one officer we are below average. The data showed it is not the norm for cities to contract with their county sheriff departments.

This was presented at the Mayor’s request. No action was taken.

D. FIRST READING OF ORDINANCE TO ABOLISH DOG AND CAT LICENSE AND FEE, BUT TO REQUIRE DOGS AND CATS TO CARRY IDENTIFICATION

City Administrator Mark Larson as recommended by the Administrative staff requested the elimination of the licensing of dogs and cats and the fees associated with the licensing. Dogs and cats would still be required to have appropriate identification and up to date vaccinations. Animals impounded that do not have identification would still be cited.

Councilor Copas motioned to approve the first reading amending an ordinance to abolish dog and cat licenses and their fees. Councilor Perschau seconded the motion with all members voting in favor. Motion carried.

E. INCREASE FEE FOR OPEN AND CLOSING OF A CREMATION GRAVE TO \$150 ON WEEKDAY AND TO \$200 ON WEEKEND AND HOLIDAY

The Cemetery Commission at its regular meeting recommended the increase in fees for opening a grave for cremation during the week from \$80 to \$150 and for weekend and holiday cremation burials from \$120 to \$200. This increase reflects market rates and actual cost to perform this service.

Councilor Ziemer motioned to accept the recommendation of the Cemetery Commission to increase opening and closing a cremation grave as stated. Councilor Adamietz seconded the motion with all voting in favor. Motion carried.

ITEMS FOR DISCUSSION:

A. CGMC LEGISLATIVE CONFERENCE

CGMC's Legislative Action Day will be held on February 9 in St. Paul. Mayor Wilson will be attending and others interested in attending need to contact the City office.

B. MCLEOD COUNTY CITY AND COUNTY ADMINISTRATOR MEETING REPORT

The City of Glencoe hosted the County Administrator, Hutchinson and Winsted City Administrators. The meeting was held to discuss sharing of equipment, LGA issues and other mutual concerns. They will meet on a quarterly basis for on-going discussion.

ROUTINE BUSINESS:

A. PROJECT UPDATES

Mechanical system issues in the City Center continue to be addressed.

B. ECONOMIC DEVELOPMENT

The Economic Development Committee will be touring the Spruce Ridge Generation Plant on January 26 for the Economic Development Committee meeting.

C. PUBLIC INPUT

Brian Schlegel requested a clarification of the action taken regarding the ordinance eliminating licensing and fees of dogs and cats.

D. REPORTS

There were none.

E. CITY BILLS

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

F. ADJOURN

Councilor Ziemer motioned to adjourn the meeting with Councilor Perschau seconding the motion. All voted in favor. Meeting adjourned.

Mark D. Larson
City Administrator

ATTEST:

Randal Wilson
Mayor