

GLENCOE CITY COUNCIL MEETING MINUTES
MARCH 21, 2016
7:00 P.M.

Mayor Wilson called the regular meeting of the City Council to order at 7:00 p.m. Members present: Councilors Schrupp, Robeck, Ziemer, Dietz and Perschau. Also present: City Administrator Mark Larson, Finance Director Trippel, City Attorney Jody Winters, Public Works Directors Schreifels and Drew, Officer Fiebelkorn, Fire Chief Grack.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE
CONSENT AGENDA

Motion to approve the consent agenda as presented by Councilor Schrupp, second Councilor Robeck. All members voted in favor.

- A. Approve the minutes of the regular meeting of March 7, 2016.
- B. Approve the following building permits:
 - 1. Starkey Labs, Mechanical Permit
 - 2. McLeod Cooperative Power, Remodel Permit
 - 3. Miller Mfg., Remodel Permit
 - 4. Chris Wiedendorf, 505 Edgewood Dr; Egress Windows, Basement Finish
 - 5. Bob Schuette, 1412 Birch Ave N; Re-roof
 - 6. Helen Harrison, 1521 McLeod Ave N; Fence
 - 7. Tyler Rosenlund, 1608 Chandler Ave N; Re-roof
 - 8. Joseph Engelhart, 1420 Baxter Ave N; Re-side
- C. Approve the following licenses:
 - 1. Glencoe Brewers Baseball Assoc.; 3.2 On-Sale License Renewal
 - 2. Pla-Mor Ballroom; 3.2 On-Sale License Renewal
 - 3. Super America; 3.2 Off-Sale License Renewal

PUBLIC HEARINGS:

- A. 7:05 P.M. HEARING ORDINANCE 592 AMENDING ACCESSORY BUILDING SIZE

Mayor Wilson opened the public hearing amending city code for permitting of accessory building size to be consistent with Minnesota State Building Code. No public input was given. Motion to close the hearing by Councilor Ziemer, second by Councilor Schrupp. All members voted in favor.

1. SECOND READING OF ORD. 592

Motion approving second reading of Ordinance Number 592 by Councilor Schrupp, second Councilor Dietz. All members voted in favor.

- B. 7:15 P.M. HEARING ORDINANCE 593 ADDING CODE 501 TO CHAPTER 5 –LAND USE CONTROL – MINNESOTA BUILDING CODE CHANGES

Mayor Wilson opened the public hearing to allow for Minnesota Building Code to update the City Code for Land Use Control.

There being no public input, motion to close the hearing made by Councilor Robeck, second by Dietz. All members voted in favor.

1. SECOND READING OF ORD. 593

Councilor Ziemer motioned to approve the second reading of Ordinance Number 593. Councilor Schrupp seconded. All members voted in favor.

BIDS AND QUOTES: NONE

REQUESTS TO BE HEARD:

A. ACCEPT RESIGNATION OF EVENT CENTER COORDINATOR

City Administrator Mark Larson presented the resignation of Hannah Hallahan, Event Center Coordinator. The job description is being reviewed and then the job will be advertised.

Members voiced their appreciation for Hannah and her work for the City Center. Councilor Ziemer motioned to accept the resignation of Hannah with regret. Councilor Dietz seconded. All members voted in favor.

B. LRIP GRANT RESOLUTION FOR ARMSTRONG AVENUE

Justin Black, SEH presented the resolution to accept the Local Road Improvement Grant of \$750,000 for the 2016 Armstrong Avenue Improvement Project. This is a required step in the process of receiving the grant monies.

Discussion questions pointed out that the grant will defer considerable costs from the homeowner's assessments.

Motion introducing the resolution for accepting the LRIP Grant by Councilor Perschau, second by Councilor Ziemer. Upon a roll call vote members Schrupp, Dietz, Ziemer and Perschau voted in favor. Robeck voted no. Whereupon said resolution was adopted and approved.

RESOLUTION NO. (2016-11)

Exhibit E for Grant Agreement to State Transportation Fund

(Local Road Improvement Program)

Grant Terms and Conditions

SAP 226-105-025

WHEREAS, the City of Glencoe has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for Local Road Improvement and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be \$750,000 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that the City of Glencoe does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, subdivision 5, clause (3), and will pay any additional amount by which the cost exceeds the estimate,

and will return to the Minnesota State Transportation Fund any amount appropriated for SAP 226-105-025, but not required. The proper city officers are authorized to execute a grant agreement with the Commissioner of Transportation concerning the above-referenced grant.

C. SUPPLEMENTAL LETTER AGREEMENT WITH SEH FOR 2017 PUBLIC IMPROVEMENT PROJECT

Justin Black, SEH presented the letter agreement for the required Feasibility Report identifying the proposed improvement, costs of the improvements and an estimate of proposed amount to be assessed for the 2017 Street and Utility Improvement Project. The proposal includes a topographical survey. Proposed fee is \$70,600. Soil boring costs are estimated at \$5,000 and the service for such will be contracted out separately.

Discussion led to a motion by Councilor Schrupp and second by Perschau approving the Supplemental Letter Agreement with SEH for the 2017 Street and Utility Improvement Project in the amount not to exceed \$70,600. All members voted in favor.

1) RESOLUTION NO. 2016-12 ORDERING PREPARATION OF REPORT ON IMPROVEMENT

Councilor Perschau then introduced the following resolution:

RESOLUTION NO. (2016-12)

ORDERING PREPARATION OF REPORT ON IMPROVEMENT

WHEREAS, it is proposed to make improvements to 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 Ford Avenue
- 11th Street from Elliott Avenue to Ford 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

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

ITEMS FOR DISCUSSION:

A. NE DRAINAGE AND BCWD PERMIT

Justin Black, SEH updated the council concerning what size piping is to be allowed and the permitting process with the BCWD for the Northeast Drainage Project. The council will need to decide if they are moving forward with the 15" pipe design allowed by the BCWD. Draft permit was for a 30" pipe. The 15" pipe will still provide a deeper outlet for the school pond and lower the elevation of the east wetland. The benefits are significantly reduced for the city with the smaller pipe. The design would not allow for additional rate in flow downstream, pumping would still be needed and draw down time for significant rain events would be as much as two weeks. The school district is waiting on the city permit application for the 15" design.

Councilor Ziemer requested cost breakdowns since the city will not benefit from the project as originally planned with larger pipe.

After considerable discussion and input Councilor Ziemer motioned to table the submission of a permit application for the 15" pipe design to the BCWD until cost analysis is provided. Councilor Schrupp seconded. All members voted in favor.

ROUTINE BUSINESS:

PROJECT UPDATES: A joint meeting was held with County, Light and Power, Public Works and jail contractor. Ives Avenue will be closed soon leaving only entrance to Court House on 11th Street. Judd Avenue construction to be completed by July 1st.

ECONOMIC DEVELOPMENT: None

PUBLIC INPUT: Northeast drainage concerns.

REPORTS: None

CITY BILLS: Motion to approve payment of the city bills by Councilor Perschau, second Councilor Schrupp. All members voted in favor.

ADJOURN: Mayor Wilson called for adjournment at 7:55 p.m. Motion by Councilor Dietz, second Councilor Ziemer. Members voting in favor, Schrupp, Dietz, Perschau, Ziemer. Robeck voted no. Motion carried.

ATTEST:

Mark D. Larson
City Administrator

Randy Wilson
Mayor