GLENCOE CITY COUNCIL MEETING MINUTES

MAY 2, 2016

7:00 P.M.

Mayor Wilson called the regular meeting of the City Council to order with members Perschau, Ziemer, Dietz, Robeck and Schrupp present. Also present: City Administrator Mark Larson, City Attorney Jody Winters, Public Works Directors Drew and Schreifels and Police Chief Raiter.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

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

A. Approve the minutes of the regular meeting of April 18, 2016.

B. Approve the following building permits:

1. St John’s Daycare, 1304 Fir Ave N; Fire Alarm System

2. Glencoe Light & Power, 305 11th St E; Mechanical & Plumbing

3. Miller Mfg, 1400 13th St W; Misc/sprinkler heads

4. GRHS, 1805 Hennepin Ave N; Window Replacement, Mechanical Permit

5. Harlan Artmann, 1607 11th St E; Re-roof

6. GJW Group, 1203 Pryor Ave N; Window Replacement

7. Jane Lilienthal, 1627 12th St E; Re-roof

8. Randall Wosmeck, 1229 McLeod Ave N; Re-roof Garage

9. Randall Wosmeck, 912 Ford Ave N; Re-roof

10. Garrett Wosmeck, 1811 Judd Ave N; Re-roof

11. Marc Sylvester, 1621 Knight Ave N; Mechanical Permit

12. Jared Heldt, 2011 11th St E; Window Replacement

13. Constance Jutz, 1528 Knight Ave N; Window Replacement

14. Donald Anderson, 206 Pleasant Ave N; Window Replacement

15. Randy Wilson, 924 13th St E; Buildout, Mechanical, Plumbing Permits

PUBLIC HEARINGS: None

BIDS AND QUOTES:

1. BOND RESOLUTION FOR SERIES 2016A FOR ARMSTRONG AVENUE PROJECT

Paul Donna of R.W. Baird presented the City’s $4,025,000 General Obligation Bonds, Series 2016A. The proceeds of the bonds will fund various public improvements in the City as part of its Armstrong Avenue Project. The summary of the completed pricing is total borrowing amount is $4,025,000; true interest cost rate is 2.21% and the all inclusive cost rate is 2.29%. The bond term is 15 years.

Discussion led to Councilor Perschau introducing the following resolution and moved its adoption:

**RESOLUTION NO. 2016-15**

**A RESOLUTION AWARDING THE SALE OF $4,025,000 GENERAL OBLIGATION BONDS, SERIES 2016A; FIXING THEIR FORM AND SPECIFICATIONS; DIRECTING THEIR EXECUTION AND DELIVERY; AND PROVIDING FOR THEIR PAYMENT**

Complete resolution is on file in the office of the City Administrator.

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

1. BOND RESOLUTION FOR SERIES 2016B REFUNDING BOND

Paul Donna then presented the City’s $875,000 General Obligation Refunding Bonds, Series 2016B. The proceeds of the bonds will refund the 2019 through 2024 term maturities of the General Obligation Street reconstruction Bonds, Series 2008A. The summary of completed pricing is as follows: total borrowing amount is $875,000, true interest cost rate is 1.65%, all inclusive cost rate is 1.79% and the total net savings is $82,171.

Discussion of the proposal led to Member Schrupp introducing the following resolution and moved its adoption:

**RESOLUTION NO.2016-16**

**A RESOLUTION AWARDING THE SALE OF $875,000 GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016B; FIXING THEIR FORM AND SPECIFICATIONS; DIRECTING THEIR EXECUTION AND DELIVERY; PROVIDING FOR THEIR PAYMENT; AND PROVIDING FOR THE REDEMPTION OF BONDS REFUNDED THEREBY**

The complete resolution is on file in the office of the City Administrator.

Councilor Dietz seconded the motion for adoption. Upon a roll call vote members Perschau, Ziemer, Dietz, Robeck and Schrupp voted in favor. Whereupon said resolution was adopted and approved.

1. QUOTE FOR BASEBALL SHED

Public Works Director Drew presented quotes to build a 24 x 24 storage shed at the baseball field. The Park Board recommended for the cost of the shed be funded out of the Park Improvement Fund. Building materials low bid of Builder’s Choice in the amount of $7,843.21. Electrical low bid of Kunkel Electric in the amount of $1,600. Contractor low bid of Myron Schuette Construction in the amount of $3,488 and the concrete low bid of Flatworks in the amount of $6,200 for a total of $19,131.21.

Discussion led to motion by Councilor Robeck approving the low bids as presented to build the storage shed at the baseball field. Councilor Dietz seconded the motion. All members voted in favor.

1. QUOTE FOR BACKSTOP NETTING

Public Works Director Drew then presented the Park Board’s recommendation to replace the backstop netting at the softball fields. Century Fence quote was for $15,364. A second quote was attempted from another supplier but they wanted to replace the poles also. The Softball Association is contributing $5,000 leaving the balance for the City at $10,364. The netting will be installed before Glencoe Days.

Councilor Schrupp motioned approval of the quote from Century Fence for the netting replacement with funds of $10,364 to be used from the Park Improvement Fund. Councilor Robeck seconded the motion. All members voted in favor.

1. QUOTE FOR STAGE FOR EVENT CENTER

The Finance Committee recommended the purchase of new staging for the City Center. The staging currently used is owned by the school district and is extremely heavy and labor intensive to set up and has no railing.

The quote presented was from Wenger out of Owatonna in the amount of $13,120. City staff will pick it up to save shipping costs.

Current rental of the stage is $75.00 and staff recommends the rental increase to $100.

Discussion concerned only one quote and shipping costs versus labor to send to staff to pick it up. This staging will be safer to set up for staff.

Councilor Schrupp motioned approval of the purchase of the stage for the City Center from Wenger in the amount of $13,120 with general fund dollars. Councilor Dietz seconded the motion. All members voted in favor.

REQUESTS TO BE HEARD:

1. LETTER OF SUPPORT –COUNTY TRAIL PLAN

Steve Cook from Hutchinson and Lawrence Winter of the Glencoe Park Board came before the Council requesting a letter of support from the City of Glencoe for the McLeod County Trail Plan. With a plan in place, grant opportunities can be pursued and projects are approved. They gave an overview of the plan which lays out possible projects that could be completed over a number of years. They listed benefits of trails to the area and public overall.

Concerns were regarding the trail maintenance costs and safety issues with some trail locations.

Motion by Councilor Perschau for a letter of support from the City of Glencoe for the McLeod County Trail Plan. Second by Councilor Dietz. Members voting in favor were Dietz, Ziemer and Perschau. Members voting no were Robeck and Schrupp. Motion carried.

1. MCLEOD COUNTY PARTNERSHIP –MCLEOD HISTORICAL PRESERVATION SOCIETY

Christine Miller and Lori Pickell- Stangel presented the request of the McLeod County Historic Society for a letter of support for a proposal they are taking to the McLeod County Board for funding for McLeod County Historic Partnership Community Outreach Director position. This position could offer benefits and support to the city government and local historical community groups.

Discussion led to a motion to approve the letter of support for the McLeod County Historic Partnership Community Outreach Director by Councilor Ziemer and second by Councilor Dietz. All members voted in favor.

1. FIRST READING SOLAR ORDINANCE NO. 594 & SET PUBLIC HEARING

The Planning Commission recommended approval of the First Reading of the solar ordinance. The Commission has been working on this ordinance language for several months. The ordinance requires that the owner of a solar energy system that will physically connect to a house electrical system and/or electric utility grid must enter into a signed interconnection agreement with the utility prior to the issuance of a building permit along with several other requirements.

Councilor Ziemer motioned the approval of the first reading for the solar ordinance and set the public hearing for June 6, 2016 at 7:15 p.m. Councilor Schrupp seconded. All members voted in favor.

1. AGREEMENT WITH SEH FOR AIRPORT MASTER PLANNING

It is recommended by the Airport Commission to enter in the agreement with SEH to complete the Airport Master Plan including Airport Layout Plan for a cost of $243,330 contingent upon a Federal grant. 90% of this project is federally funded. 5% State and City 5% at $12,165. This will be budgeted for 2016 and 2017.

Motion by Councilor Perschau, second by Councilor Dietz to approve the agreement with SEH for Airport Master Plan and Airport Layout Plan in the amount of $243,330. Members voting in favor Perschau, Ziemer, Dietz and Schrupp. Robeck voted no. Motion carried.

1. FUNDING AGREEMENT WITH CITY OF COOK, MN

City of Glencoe currently has FAA Entitlement funds of $150,000 for 2016. To complete the funding for the Master Plan, the City of Cook is transferring their allocation for entitlement finding to the City of Glencoe for 2016 to fund the grant. The City of Glencoe will in turn transfer entitlement funding to Cook, Minnesota for 2017.

Motion by Councilor Perschau, second by Councilor Dietz to authorize $150,000 FAA entitlement funds from Cook, Minnesota for 2016 to City of Glencoe and FAA entitlement funds for City of Glencoe to Cook, Minnesota for 2017. Members voting in favor Schrupp, Dietz, Ziemer and Perschau. Robeck voted no. Motion carried.

1. STORMWATER RATE INCREASE

Public Works Director Schreifels and City Administrator Mark Larson presented the Finance Committee recommendation to increase the Resident Equivalency Factor (REF) for m$5.00 per month to $7.50 per month. It is further recommended to cap the monthly fee at $1,000 per month for larger commercial industrial properties. This increase would generate approximately $150,000 additional funding.

The following resolution was introduced for adoption by Councilor Ziemer:

RESOLUTION NO. 2016-17

RESOLUTION SETTING STORM WATER RATES

WHEREAS, City Code 250 established the Storm Water Drainage Utility; and,

WHEREAS, just and reasonable charges for the usage and availability of Storm Sewer Drainage facilities will be calculated and determined by the City Council; and,

WHEREAS, the City of Glencoe has established a Municipal Separate Storm Sewer System (MS4) as required by the Minnesota Pollution Control Agency; and

WHEREAS, the City of Glencoe has need for additional revenues to implement the requirements of the MS4.

NOW THEREFORE the City Council of the City of Glencoe resolves:

1. That the new rate for the Residential Equivalency Factor for the Storm Water Drainage System will be as follows

2016 MONTHLY

RESIDENTIAL RATE \_\_\_\_\_\_\_\_

Single/Duplex $7.50

Multi-Family $7.50

Mobile Home $7.50

ALL OTHER BASED UPON NON-RESIDENTIAL LAND USE - $7.50 Monthly

1. Monthly Rates will be capped at $1,000 per month.

1. These rates will be in effect on June 1, 2016.

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

1. AGREEMENT WITH SENECA FOR WELL USE

Public Works Director Schreifels presented the Well Usage Agreement as recommended by the Finance Committee for Seneca Foods to use well #1 during the Armstrong Avenue Project.

Concerns were in regards to the City being short a well during this project. Mayor Wilson suggested that a submersible pump be available for emergency purposes.

Discussion led to a motion to approve the Well Usage Agreement with Seneca Foods for Well #1 as presented by Councilor Perschau and second by Councilor Robeck. All members voted in favor.

1. SUPPLEMENTAL LETTER AGREEMENT WITH SEH FOR HENNEPIN AVENUE STUDY

The Supplemental Letter Agreement with SEH for Hennepin Avenue (TH 22) sidewalk improvements was presented. The proposed project is located on the east side of Hennepin Avenue from 11th Street to 13th Street. Depending on the scope of work and the amount of utility replacement required, the construction could range between $300,000 and $500,000. MN Dot is considering contributing $110,000 toward the project. It is recommended to do a topographical survey and a feasibility report prepared to further define the project scope and estimated project costs.

Councilor Schrupp motioned approval of the Supplemental Letter Agreement with SEH for a feasibility study for the project for $9200.00 with funds coming from Municipal State Aid Funds. Councilor Ziemer seconded the motion. All members voted in favor.

ITEMS FOR DISCUSSION:

1. ARMSTRONG AVENUE PROJECT UPDATE

Storm sewer on Lindbergh Trail delayed until next week. Milling 7th Street this week.

ROUTINE BUSINESS:

PROJECT UPDATES: Change order for McLeod County Jail Project for Judd Avenue storm sewer – City and County to split the cost. – Council members want to know the current storm sewer size – it will be e-mailed to the members

ECONOMIC DEVELOPMENT: None

PUBLIC INPUT: A Hutchinson resident shared his concerns regarding the McLeod County Trail Plan.

A few residents had further questions concerning the solar ordinance.

REPORTS: None

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

ADJOURN: Mayor Wilson called for adjournment at 8:45 p.m. Councilor Dietz entered that motion. Councilor Perschau seconded. All members voted in favor.