

GLENCOE CITY COUNCIL MEETING MINUTES  
NOVEMBER 7, 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 Perschau, Adamietz, Copas, Schrupp and Ziemer present. Also present: City Administrator Mark Larson, Finance Director Todd Trippel, City Attorney Jody Winters, Public Works Director Gary Schreifels, Park Superintendent Mike Drew, Chamber President Dan Ehrke and Police Chief Raiter.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

Councilor Ziemer motioned to approve the consent agenda as presented. Councilor Perschau seconded the motion with all members voting in favor. Motion carried.

- A. Approve the minutes of the regular meeting of October 17, 2011.
- B. Approve the following building permits:
  - 1. Jesse Richards, 1225 Baxter Ave N; Detached Garage
  - 2. Yvonne Nelson, 1115 Baldwin Ave N; Re-roof
  - 3. Fred Klitzke, 1610 Chandler Ave N; Re-roof
  - 4. Karl Sneider, 380 Edgewood Dr; Re-roof
  - 5. Emily Wilkens, 1623 Greeley Ave N; Re-roof
  - 6. Ralph Ling, 1521 Union Ave N; Re-roof
  - 7. GRHS, 705 18<sup>th</sup> St E; Plumbing Permit
  - 8. FU Buffet, 714 St E; Sign Permit

PUBLIC HEARINGS:

SET TRUTH IN TAXATION PUBLIC HEARING

Councilor Copas motioned to set the Truth in Taxation public hearing for December 7<sup>th</sup> at 7:05 p.m. Councilor Adamietz seconded the motion. This motion was then rescinded by Councilor Copas and Councilor Adamietz as this is not the regular council meeting date but a Wednesday. Motion by Copas and second by Adamietz to set the Truth in Taxation Public Hearing for December 5<sup>th</sup>, 2011 at 7:05 p.m. All members voted in favor. Motion carried.

BIDS AND QUOTES:

QUOTE FOR SANDER & V PLOW FOR TOOL CAT/SKID STEER

Park Superintendent Mike Drew reviewed for the council various pieces of equipment available for the Tool Cat. Recommended for approval was option number 1. This option includes the purchase of the Vernig SBU V-plow from Jungclaus Equipment of Glencoe and the purchase of the Salt/Sander Spreader

from Crysteel Truck Equipment of Lake Crystal. Total bid is \$7,522.87. The 2011 budgeted amount for these items was \$8,700.00.

Councilor Copas motioned to approve Option 1 for a total of \$7,522.87 for purchase of v-plow and sander/spreader. Councilor Perschau seconded the motion with all members voting in favor. Motion carried.

## REQUESTS TO BE HEARD:

### WASTE MANAGEMENT

#### 1. EXTEND SOLID WASTE CONTRACT

City Administrator Mark Larson reviewed the proposal for extension of the solid waste contract for residential refuse pickup with Waste Management. It was recommended to extend the contract for one year as the leachate trials are on-going. The proposed rates for 2012 are \$9.45 for 32 gallon container, \$10.28 for 64 gallon container and \$11.16 for a 96 gallon container.

Councilor Copas motioned to extend the residential refuse contract with Waste Management for one year with the proposed rates as stated. Councilor Adamietz seconded the motion with all members voting in favor. Motion carried.

#### 2. LEACHATE TRIAL AT WWTP

Public Works Director Gary Schreifels requested permission for the Waste Water Treatment Plant to conduct a 4<sup>th</sup> leachate trial from Spruce Ridge Landfill. The purpose of the trial is to accept a mixture of industrial and municipal waste and drip the waste leachate into the WWTP over a 24 hour period. The trial will begin November 14<sup>th</sup>, 2011 and conclude in approximately two weeks.

After some discussion Councilor Schrupp motioned to approve addendum #1 of the Significant Industrial User Permit for Waste Management – Spruce Ridge Landfill Leachate Trial. Councilor Ziemer seconded the motion with all members voting in favor. Motion carried.

### NORTHWEST TOWER SITE AMENDMENTS

Public Works Director Gary Schreifels informed the council that due to the buyout of Verizon (Alltel) by AT &T it is necessary for AT&T to decommission equipment at the west water tower by removing 3 antennas. The antennas were removed on October 28<sup>th</sup>, 2011. The decommission site agreement is being reviewed by the City Attorney. Part of the agreement is for the City to accept the shelter on site. By decommissioning the site the revenue lost to the Water Treatment Plant is approximately \$15,823.00 per year.

Discussion led to Councilor Schrupp motioning to accept the shelter building on the site and signing the agreement once it is reviewed by the City Attorney. Councilor Perschau seconded the motion with all members voting in favor. Motion carried.

### 2011-2012 RINK/WARMING HOUSE ATTENDANTS

Finance Director Todd Trippel and City Administrator Mark Larson proposed that the Warming House be staffed from December 15 to February 15 at 4.5 hours on the weekdays (3:30 to 8:00 p.m.) and 7 hours on the weekends from 1:00 to 8:00 p.m., with plans to have it staffed over winter break. The sale of concessions will be determined. This reduced season of operation will cost the city approximately \$2,500.

Councilor Copas motioned to proceed with this proposal for Warming House hours of 4.5 hours on weekdays and 7 hours on weekends beginning December 15<sup>th</sup> and ending February 15<sup>th</sup>. The rate of pay is to be \$7.25/hour. Councilor Adamietz seconded the motion with all members voting in favor. Motion carried.

#### 2012 HEALTH INSURANCE

City Administrator Mark Larson reviewed the proposed health insurance package for 2012. The City premium is decreasing by 2%. The city staff will review the census for dependents and HSA compliance for spousal coverage. The deductible will remain at \$3000 per employee and \$3000 for dependent. HSA contribution to remain at \$1610 per employee and \$1610 per dependent. The Mayo Clinic and its providers are not included in the health insurance package.

Discussion led to Councilor Perschau motioning to accept the proposed health insurance package with Health Partners and the HSA city contribution amount to remain at \$1610 per employee and dependent at \$1610. Councilor Copas seconded the motion with all members voting in favor. Motion carried.

#### AGENCY AGREEMENT WITH MNDOT FOR FEDERAL FUNDS

City Administrator Mark Larson reviewed the agency agreement for Federal funds for the Buffalo Highlands Trail Project. The agreement authorizes MNDOT to act as a conduit for the federal funds that will be used on the trail. MNDOT is the agency responsible for distributing the funds.

Councilor Ziemer motioned to authorize the City Attorney to review the agency agreement and authorize the Mayor and City Administrator to execute the agreement upon City Attorney approval. The following resolution was introduced:

RESOLUTION NO. (2011-32)  
RESOLUTION FOR AGENCY AGREEMENT

BE IT RESOLVED, that pursuant to Minnesota Statute Section 161.36, the Commissioner of Transportation be appointed as Agent of the City of Glencoe to accept as it agent, federal funds which may be made available for eligible transportation related projects.

BE IT FURTHER RESOLVED, the Mayor and City Administrator are hereby authorized and directed for and on behalf of the City to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation

Agency Agreement No. 99964”, a copy of which said agreement was before the City Council and which is made a part hereof by reference.

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

#### ITEMS FOR DISCUSSION:

##### 2012 BUDGET

City Administrator Mark Larson handed out a vehicle schedule by department and year. This census of the city vehicles shows we have an aging fleet and there are concerns as to cost of repairs and maintenance.

##### BUFFALO HIGHLANDS TRAIL UPDATE

Wm Mueller and Sons started work on the Buffalo Highlands Trail November 7<sup>th</sup>.

##### MINNESOTA HISTORICAL AND CULTURAL GRANT

City Administrator Mark Larson informed the council that the Minnesota Historical Society has awarded a Minnesota Historical and Cultural Program grant in the amount of \$2,600 to the City of Glencoe for the Henry Hill School National Register Nomination project.

Mayor Wilson thanked Dan Ehrke and Jerome Ide for their diligence in getting this grant paper work processed.

#### ROUTINE BUSINESS:

##### PROJECT UPDATES

- Street sweeping will be wrapping up shortly.
- Street Department is ready for snow plowing – hiring complete.
- Tree trimming will start soon.
- I & I projects will conclude soon.

ECONOMIC DEVELOPMENT: None

##### PUBLIC INPUT

Marie Thurn requested that the council rescind appointments of the 11 citizens recently appointed to the Charter Commission and allow citizens to petition for 11 people to serve on the commission. City Attorney Jody Winters addressed concerns of the process to appoint and stated the appointments are in the judge’s hands. Mayor Wilson is very appreciative of board and commission members who serve the City of Glencoe and are involved in the governing process and feels each board and commission appointments to the Charter Commission was a fair process for Charter Commission appointments.

REPORTS: No additional reports  
CITY BILLS

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

ADJOURN

Councilor Copas motioned to adjourn the meeting with Councilor Schrupp seconding the motion. All members voted in favor. Motion carried.

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Mark D. Larson  
City Administrator

ATTEST:

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Randal Wilson  
Mayor