

GLENCOE CITY COUNCIL MEETING MINUTES

November 7, 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, Perschau, Dietz, Robeck. Also present: City Administrator Mark Larson, City Attorney Jody Winters, Finance Director Trippel, PWDs Voigt and Schreifels and Police Chief Raiter.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

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

A. Approve the minutes of the regular meeting of October 17, 2016.

B. Approve the following building permits:

25 - Over the Counter permits –Reroof/Reside/Windows

1. Marathon Management, 915 Stevens Ave N; Deck Replacement

2. Concrete Mobility, 1720 14th St E; Fence

3. TC&W Railroad, 2915 12th St E; New Construction

4. GRHS, 1805 Hennepin Ave N; Misc Permit(Transformer Pad)

5. Fred Werth, 2017 10th St E; Commercial Re-roof

6. Brian Goff, 1414 Birch Ave N; Addition

7. Irma Sanchez, 1422 13th St E; Mechanical Permit

8. Bill Schwanke, 1204 Abbott Ave N; Plumbing & Mechanical Permit

9. Glencoe Heights Townhomes, Elsie Dr & Baldwin Ave N; Re-roof

10. Leo Lorentz, 1705 Ives Ave N; Mechanical Permit

11. Angela Earles, 907 20th St E; Mechanical Permit

12. Craig Giese, 712 Park St W; Mechanical Permit

13. Judah Leier, 1703 Judd Ave N; Fence

14. Oliver Management, 1411 16th St E; Mechanical & Plumbing Permits

15. GJW Group, 1205 Pryor Ave N; Mechanical Permit

C. Approve the following licenses:

1. Taqueria Del Buen, Food Truck license renewal

PUBLIC HEARINGS: None Scheduled

BIDS AND QUOTES:

A. QUOTE FOR 1.5 TON VEHICLE, HOIST, BOX & PLOW

PWD Voigt presented the request to purchase a 2017 Ford F-550 Super Cab with plow, box and hoist from Nelson Auto Center in Fergus Falls. Tow Master of Litchfield will

provide the upfit. The truck will be purchased on the state bid with an anticipated delivery of February 2017. Recommended purchase is with a five year municipal lease/purchase with an annual payment of \$16,575 with the upgrade of a larger plow than what was originally bid.

Motion approving purchase as discussed with the larger plow and 5 year lease/purchase on the state bid by Councilor Perschau and seconded by Councilor Ziemer. Members voting in favor, Perschau, Ziemer, Dietz and Schrupp. Robeck voted no.

B. RE-ROOF QUOTE FOR STREET/MN DOT MAINTENANCE FACILITY

PWD Voigt presented the bids for the MN Dot/Street joint maintenance facility to replace the shingles due to storm damage this past summer. The City's insurance claim was approved by the LMC Insurance Trust adjuster. The bids presented were from Arrow and Four Square Builders for both an asphalt and standing seam metal roof.

The recommendation is to award the bid for a steel roof to Arrow Building Center for \$97,720. The Arrow asphalt bid will be submitted to the insurance company and the City and State will be responsible for splitting 50/50 for the additional \$20,120 for the steel roof. The award will be contingent upon MN Dot approval.

Discussion led to Councilor Schrupp motioning approval to replace roof with steel and award bid to Arrow Building Center in the amount of \$97,720 and additional costs to be split 50/50 with MN Dot and is contingent upon MN Dot approval. Second by Councilor Dietz. All members voted in favor.

REQUESTS TO BE HEARD:

A. SET CANVASSING BOARD 2016 ELECTION

Motion to set the canvassing board for Tuesday, November 15th at 4:00 p.m. by Councilor Ziemer and second by Councilor Schrupp. All members voted in favor.

B. THIRD READING OF ORDINANCE NO. 596 – COUNCIL SALARY

Motion approving the third reading of Ordinance No. 596 increasing the council members and mayor's monthly compensation by Member Schrupp and second by Member Robeck. Members voting in favor were Schrupp, Dietz, Ziemer and Perschau. Member voting no-Robeck. Motion carried.

C. ORDER FOR REPAIR 1128 HENNEPIN AVENUE NORTH

City Attorney Jody Winters reviewed the Order for Repair at 1128 Hennepin Avenue North. Repairs must be completed within 30 days of date of service of the Order. If not completed the City may repair the hazardous building or raze the building. The order will be posted at the site and at Security Bank and Trust Co.

Motion to approve Order of Repair for 1128 Hennepin Avenue North by Councilor Ziemer and second by Councilor Perschau. All members voted in favor.

D. PARK CAMPING FEE RECOMMENDATION

The Finance Committee discussed paying back the Park Improvement Fund (PIF) the monies they fronted for building the campground. It was recommended to the committee to annually transfer \$10,000 for 10 years from the General Fund to the PIF. Discussion led to the recommendation that \$10,000 be annually transferred perpetually from the General Fund to the PIF. Campground fees paid to the City of Glencoe for the 2016 season totaled \$18,475.00.

Motion to approve the \$10,000 annual transfer perpetually by Member Dietz and second by Member Schrupp. All members voted in favor.

E. PUBLIC DATA POLICY UPDATE

The Personnel and Legislative Committee reviewed and recommended to approve the updated Data Policy for the City of Glencoe. The policy update is based upon the model policy from the Commissioner of Administration-Information Policy Analysis Division. Councilor Dietz motioned to approve the Public Data Policy update as presented. Councilor Perschau seconded. All members voted in favor.

F. SUBJECT DATA POLICY UPDATE

The Personnel and Legislative Committee reviewed and recommended to approve the updated Subject Data Policy. This policy update is based upon the model policy from the Commissioner of Administration-Information Policy Analysis Division. Councilor Schrupp motioned to approve the Subject Data Policy update. Councilor Perschau seconded. All members voted in favor.

ITEMS FOR DISCUSSION:

A. ARMSTRONG AVENUE PROJECT UPDATE

Paving to be completed next week and that will wrap up the project until spring of 2017 with completion in June of 2017.

B. BAXTER AVENUE PROJECT UPDATE

Baxter Avenue 2017 Project 30% plan review complete. Plan review should be 100% complete by January with final plans and specs presented in February 2017.

ROUTINE BUSINESS:

PROJECT UPDATES: Meeting held with ADM on the old mill. Tear down should occur by spring.

ECONOMIC DEVELOPMENT: Assistant City Administrator Dan Ehrke gave an update on projects underway in the industrial parks, marketing of properties and web

information updates. The creamery building phase 2 environmental study qualifies for a grant to fund the study. An Access agreement will need to be granted to proceed with the study.

PUBLIC INPUT: Robeck – central storm water corridor – SEH will present information at a December council meeting.

REPORTS: None

CITY BILLS; Motion to approve payment of the city bills by member Perschau with the second by member Schrupp. All members voted in favor.

CLOSE MEETING TO DISCUSS UNION NEGOTIATIONS

Motion to close the regular meeting by Councilor Dietz, second by Councilor Ziemer.

Voting in favor were members Dietz, Schrupp, Ziemer and Perschau. Voting no member Robeck. Motion carried.

Motion to re-open the meeting by member Schrupp, second by member Ziemer. All members voted in favor.

ADJOURN: Motion to adjourn by Councilor Dietz, second by Councilor Robeck. All voted in favor.