

GLENCOE CITY COUNCIL MEETING MINUTES  
NOVEMBER 20, 2017  
7:00 P.M.

Mayor Wilson called the regular meeting of the city council to order at 7:00 p.m. Members present: Schrupp, Alexander, Neid, Ziemer, Robeck. Also present: City Administrator Mark Larson, Finance Director Todd Trippel, Assistant City Administrator Dan Ehrke, City Attorney Mark Ostlund, Police Chief Raiter, PWDs Schreifels and Voigt.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

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

- A. Approve the minutes of the regular meeting of November 6, 2017.
- B. Approve the following building permits:
  1. Michael Knapper, 810 Glenmoor Lane; Egress Window
  2. Fashion Interiors, 2108 10<sup>th</sup> St E; Windows, Door Replacement
  3. Glen Knoll Properties, 1712 Fir Ave N; New Mobile Home
  4. Concrete Mobility, 1207 Cardinal Ave N; Sign Permit
  5. Dean Scheele, 809 16<sup>th</sup> St E; Window Replacement
  6. Ana Holberg, 1131 Baxter Ave N.; Re-roof
  7. Greg Wedin, 1015 12<sup>th</sup> St E; Plumbing and Mechanical Permits
  8. Wade Just, 1520 11<sup>th</sup> St E; Re-roof
  9. Brian Coon, 301 Andrew Dr; Window Replacement
  10. Darlene Burbeck, 1019 12<sup>th</sup> St E; Re-roof

PUBLIC HEARINGS:

A. 7:15 P.M. PUBLIC HEARING CENTRAL STORM SEWER PROJECT

Justin Black of SEH, updated the council and further reviewed the project that is now at the 60% plan review stage. This project is intended to reduce flood damage in the city limits and address infrastructure needs. Project costs were once again reviewed along with project financing. Proposed assessments were outlined and proposed 2018 construction schedule were discussed. Buffalo Creek Watershed District has approved the permit for this project.

Mayor Wilson opened the public hearing.

Public had questions and comments concerning bond payments, ponding, closing Judd Avenue between 13<sup>th</sup> and 14<sup>th</sup> Streets. First Lutheran congregants were forthcoming in their concerns regarding the surge pond, options other than surge pond and the amount of the special assessments.

Motion to close the public hearing entered by Councilor Schrupp. Second by Councilor Neid. Members voting in favor were Neid, Ziemer, Alexander and Schrupp. Voting no, member Robeck. Motion carried.

1. RESOLUTION NO. 2017-37 ORDERING THE IMPROVEMENT AND PREPARATION OF PLANS

Councilor Neid entered the following resolution and moved for its adoption:

RESOLUTION NO. 2017-37

ORDERING IMPROVEMENT AND PREPARATION OF PLANS

WHEREAS, a resolution of the city council adopted the 6th day of November, 2017, fixed a date for a council hearing on the proposed improvement of the following streets:

- 12th Street from Hennepin Avenue to Knight Avenue
- 15th Street from Judd Avenue to Knight Avenue
- 16th Street from Judd Avenue to Loudon Avenue
- Judd Avenue from 13th Street to 16th Street
- Knight Avenue from 15th Street to 16th Street
- Storm Sewer and Sanitary Sewer Alignment from 9th Street to 13th Street, generally between Ives Avenue and Knight Avenue
- Sanitary Sewer CIPP on Russell Avenue from 13th Street to 14th Street.

AND WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on the 20th day of November, 2017, at which all persons desiring to be heard were given an opportunity to be heard thereon,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GLENCOE, MINNESOTA:

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed in the council resolution adopted the 6th day of November, 2017.
3. Short Elliott Hendrickson Inc. (SEH<sup>®</sup>) is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement, according to the feasibility report dated November 6, 2017.
4. The city council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of the tax exempt bond.

Councilor Ziemer seconded the motion. Upon a roll call vote Members Neid, Ziemer, Alexander and Schrupp voted in favor. Councilor Robeck entered a no vote. Motion carried.

BIDS AND QUOTES:

A. APPROVE RESOLUTION NO. 2017-38 TO AUTHORIZE EXECUTION OF AGREEMENT WITH MNDOT TO RECONSTRUCT HIGHWAY 22

Justin Black of SEH reviewed for the council the scope of the project and the agreement with MnDOT to reconstruct the East side of TH 22 from 11<sup>th</sup> Street to 13<sup>th</sup> Street to meet

ADA requirements. The deteriorating water main will be replaced along with water and sewer services. Stormwater improvements will be made and a new Rectangular Rapid Flash Beacon crossing enhancement at 11<sup>th</sup> Street would be installed. MnDOT will contribute \$251,000 to the project. Other funding would be raised through special assessments and a city contribution. Total estimated construction cost is \$356,000 with \$90,000 in project related costs making the total cost \$446,000.

MnDOT has approved the plans. This project will be constructed under traffic during the spring/summer of 2018.

Bid opening would be set for December 20<sup>th</sup>. A public hearing would follow once bids are accepted.

Councilor Schrupp entered the following resolution and moved for its adoption:

RESOLUTION NO. 2017-38

RESOLUTION TO EXECUTE MNDOT AGREEMENT NO. 1027121

IT IS RESOLVED that the City of Glencoe enter into MnDOT Agreement No. 1027121 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the City of the State's share of the costs of the grading, concrete paving, bituminous paving, storm sewer, and sidewalk construction and other associated construction to be performed upon, along and adjacent to Trunk Highway No. 22 in Glencoe from 11<sup>th</sup> Street East to 13<sup>th</sup> Street East within the corporate City limits under State Project No. 4307-45 (T.H. 22=022).

IT IS FURTHER RESOLVED that the Mayor and the City Administrator are authorized to execute the Agreement and any amendments to the Agreement.

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

SET BID OPENING FOR HIGHWAY 22 RECONSTRUCTION

Councilor Alexander entered the following resolution moving for its adoption:

RESOLUTION NO. 2017-39

APPROVING PLANS AND SPECIFICATIONS AND  
ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to a resolution passed by the council on October 3, 2016, the consulting engineer retained for the purpose has prepared plans and specifications for the construction of the Hennepin Avenue (TH 22) ADA Improvements, and has presented such plans and specifications to the council for approval;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GLENCOE, MINNESOTA:

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official paper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published as required by law, shall specify the work to be done, and shall state that bids will be received by the City Administrator

until 10:00 a.m. on Wednesday, December 20, 2017, at which time they will be publicly opened in the council chambers of the Glencoe City Hall by the City Administrator and engineer, will then be tabulated, and will be considered by the council at 7:00 p.m. on Tuesday, January 2, 2018, in the council chambers of the Glencoe City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the City Administrator and accompanied by a cashier's check, bid bond, or certified check payable to the clerk for 5 percent of the amount of such bid.

Councilor Ziemer seconded the motion. Upon a roll call vote. All members voted in favor.

#### REQUESTS TO BE HEARD:

##### A. 2017 POLICE UNION CONTRACT

City Administrator Mark Larson recommended the Council approve the 2017 Police Contract as accepted by the Union, with no language changes and a 2.5% wage increase. Councilor Alexander made that motion with Councilor Neid seconding. All members voted in favor.

#### ITEMS FOR DISCUSSION:

##### A. COALITION OF GREATER MN CITIES FALL CONFERENCE

Councilors Alexander and Neid attended the conference held last week. Topics of discussion included child care shortages and the effect it has on many areas in communities.

##### B. WWTP UPDATE

This project is at the 30% design stage. Site tours of newly constructed plants were recently taken by city staff.

##### C. BAXTER AVE PROJECT UPDATE

Project work is complete for the season. Contractor will return in the spring to do final lift of bituminous.

#### ROUTINE BUSINESS:

PROJECT UPDATES: Nothing further.

ECONOMIC DEVELOPMENT: None

PUBLIC INPUT: Nothing further.

REPORTS: None

CITY BILLS: Motion to approve payment of city bills by Member Ziemer, second by Member Neid. All members voted in favor.

ADJOURN: Mayor Wilson called for adjournment at 8:27 p.m. Councilor Robeck entered that motion. Councilor Neid seconded. All members voted in favor.